

**BY-LAW No. 2010-059
OF THE
CORPORATION OF THE TOWN OF COLLINGWOOD**



BEING A BY-LAW TO AMEND BY-LAW NO. 2009-124, A BY-LAW TO ADOPT 2010 FEES AND SERVICE CHARGES

WHEREAS Part XII of the *Municipal Act*, 2001, S.O. 2001, c.25, as amended, permits a municipality to pass by-laws imposing fees or charges on any class of persons, for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided by or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;



AND WHEREAS Council of the Town of Collingwood, on the 14th day of December, 2009, enacted By-law No. 2009-124 to provide for the imposition of fees and service charges;

AND WHEREAS Council deems it necessary to amend By-law No. 2009-124 to reflect changes to waste management charges, library fees, right of entry permit fees, zoning by-law reproduction fees, fire inspection report fees, and changes from G.S.T. and P.S.T. to H.S.T. for the Town of Collingwood;

NOW THEREFORE THE COUNCIL OF THE TOWN OF COLLINGWOOD HEREBY ENACTS AS FOLLOWS:

1. **THAT** Schedule A of the 2010 Fees and Service Charges By-law No. 2009-124 be amended to include in the Building Department fees, the fees for Right of Entry permits as approved by Council in By-law 2010-048 April 26th, 2010 as contained in Schedule "A" attached hereto forming part of this by-law.
2. **THAT** Schedule A of the 2010 Fees and Service Charges By-law No. 2009-124 be amended to include in the Planning Department fees a charge for reproducing the new zoning by-law in colour as contained in Schedule "A" attached hereto forming part of this by-law.
3. **THAT** Schedule A of the 2010 Fees and Service Charges By-law No. 2009-124 be amended to include changes to the Library department fees approved by the Library Board arising from the move to the new building as contained in Schedule "A" attached hereto forming part of this by-law.
4. **THAT** Schedule A of the 2010 Fees and Service Charges By-law No. 2009-124 be amended to reflect in the Fire Department fees a correction to the Inspection report fee making the fee consistent with the other report fees as contained in Schedule "A" attached hereto forming part of this by-law.
5. **THAT** Schedule A of the 2010 Fees and Service Charges By-law No. 2009-124 be amended to reflect the changes from G.S.T. and P.S.T. to H.S.T. The footnotes referring to taxes have been amended to read applicable taxes extra or applicable taxes included as appropriate. See Schedule "A" attached hereto forming part of this by-law.
7. **THAT** Schedule C - Waste Management Charges of the 2010 Fees and Service Charges By-law No. 2009-124 be amended to reflect the fee structure contained in Schedule "B" attached hereto forming part of this by-law.
8. **THAT** this By-law shall come into full force and effect on the date of final passage hereof at which time all By-laws and/or resolutions that are inconsistent with the provisions of this By-law and the same are hereby repealed or rescinded insofar as it is necessary to give effect to the provisions of this By-law.

ENACTED AND PASSED this 7th day of June, 2010.


Deputy MAYOR

CLERK



TOWN OF COLLINGWOOD
FEES AND SERVICE CHARGES

SCHEDULE A

Dept.	Services	Last Updated	2009 Fees and Service Charges	2010 Fees and Service Charges	Basis for Fees/Service Charges
FIRE	<u>Request for Reports</u>				
	Fire/Rescue/Accident	2008	\$70.00	\$70.00	fees recover costs of staff,admin and overhead
	Investigation	2008	\$70.00	\$70.00	fees recover costs of staff,admin and overhead
	Inspection	2006	\$65.00	\$70.00	fees recover costs of staff,admin and overhead
	<u>Letters Of Compliance</u>				
	Department Letters of Compliance	2008	\$70.00	\$70.00	fees recover costs of staff,admin and overhead
	<u>Request for Inspection of Properties</u>				
	Accreditation Inspection for new licensed Day Care, Nursery, Schools, Rest Homes, etc	2008	\$105.00	\$105.00	fees recover costs of staff,admin and overhead
	<u>Single Occupancy Building:</u>				
	* under 20,000 sq. ft.	2008	\$80.00	\$80.00	fees recover costs of staff,admin and overhead
	* over 20,000 sq. ft.	2006	\$100.00	\$100.00	fees recover costs of staff,admin and overhead
	<u>Multiple Tenant Building</u>				
	*under 20,000 sq. ft. - common areas	2008	\$80.00	\$80.00	fees recover costs of staff,admin and overhead
	*over 20,000 sq. ft. - common areas	2006	\$100.00	\$100.00	fees recover costs of staff,admin and overhead
	*each unit - occupancy	2008	\$55.00	\$55.00	fees recover costs of staff,admin and overhead
	<u>Apartment Buildings</u>				
	* 0-10 units	2008	\$105.00 plus \$12.00/unit	\$105.00 plus \$12.00/unit	fees recover costs of staff,admin and overhead
	* over 10 units	2008	\$105.00 plus \$12.00/unit	\$105.00 plus \$12.00/unit	fees recover costs of staff,admin and overhead
	<u>Inspection required by L.L.B.O.</u>				
	Inspection of public hall facilities that are requested by owner, etc..	2008	\$80.00	\$80.00	fees recover costs of staff,admin and overhead
Special Occasion Permits	2008	\$80.00	\$80.00	fees recover costs of staff,admin and overhead	

**** NOTE**

None of the above fees stated include the testing of life support systems which are the responsibility of the owner in accordance with the Ontario Fire Code. All requests respecting the sale or purchase of a premise are to be accompanied by the authorization of the present owner permitting the release of the information.



TOWN OF COLLINGWOOD
FEES AND SERVICE CHARGES

SCHEDULE A

Dept.	Services	Last Updated	2009 Fees and Service Charges	2010 Fees and Service Charges	Basis for Fees/Service Charges	
LIBRARY	<u>User Fees</u>					
		Computer Use	2009	\$0.95/1/2 hr*	\$0.88/1/2 hr	Maintenance / Replacement fee for Hardware
		Printing	2008	\$0.18/page**	\$0.13/page	See photocopy.
		Microfilm reader/printer	2006	\$0.18/page**	\$0.22/page	Fees for printing and equipment replacement
	<u>Memberships</u>					
		Memberships (Annual)	2009	\$110.00 paid by Jan 31st	\$115.00 paid by Feb 28th (renewed memberships) \$132.00 (new memberships)	Rate payers pay ~ \$122/yr/household
		Memberships (Annual)	2010			
		Memberships (Annual)	2009	\$10.00 per month or (\$120.00 per year)	\$11.00 per month or (\$132.00 per year)	
		Memberships (Annual) Grey Highlands Borrower Contract	2009	\$4,000/yr contract	\$5,875/yr /contract plus \$125/each additional household	Negotiated contract - covers eastern half of Grey Highlands. Based on 47 households @ \$125 each. Any additional to be billed/prorated
		Monthly (visitors)	2009	\$15.00/month	\$15.00/month	\$50 guarantee by Visa/MC Valid September 1/09 - August 31/10 limited to 10 items
		Non-Resident Students	2007	No Charge	No Charge	
		Institutional Memberships	2010		\$10.00 per year (renewed memberships) \$25.00 per year (new memberships)	Annual Administration fee
		Lost membership cards	2004	\$2.00*	\$2.00	Annual Administration fee
	<u>Fines</u>					
		Overdue - Books	2007	\$0.50/day (to a max. of \$5/item) \$2.00/day	\$0.50/day (to a max. of \$5/item) \$2.00/day	Changes based on suggestions by Council to the Library Board
	Overdue - Video/DVD	2007	(to a max. of \$10/item) \$1.00/day	(to a max. of \$10/item) \$1.00/day	Changes based on suggestions by Council to the Library Board	
	Overdue - Compac Disc	2007	(to a max. of \$5/item)	(to a max. of \$5/item)	Changes based on suggestions by Council to the Library Board	
	Lost Books	2009	Repl. Cost * plus processing fee of \$2.38* or \$4.76*	Repl. Cost plus processing fee of 4.42	Materials must be replaced plus processing fee Flat rate for processing	
	Damaged Books	2009	Repl. Cost * plus processing fee of \$2.38* or \$4.76*	Repl. Cost plus processing fee of \$2.21 or \$4.42	Materials must be replaced plus processing fee	



TOWN OF COLLINGWOOD
FEES AND SERVICE CHARGES

SCHEDULE A

Dept.	Services	Last Updated	2009 Fees and Service Charges	2010 Fees and Service Charges	Basis for Fees/Service Charges
LIBRARY	<u>Audio Visual Rentals</u>				
	For Slide Projector, Overhead Projectors 16mm	2009	\$11.42 * / day	n/a	
	Flipchart	2009	\$5.71* / day	n/a	
	Screen	2009	\$5.71* / day	n/a	
	Portable Smart Board	2010		\$10.00/use	In-house use only with room booking
Techno Suite	Built In Smart Board	2010		\$10.00/use	In-house use only with Computer Lab booking
	Portable Digital Projector/Screen	2010		\$10.00/use	In-house use only with room booking
Comm Rm A	Built-In Digital Projector/Screen	2010		\$10.00/use	In-house use only with Comm room A booking
	<u>Laminator</u>				
	Per Card	2002	\$1.00 **	n/a	
	Roll Laminator	2002	\$2 min or \$0.15/in **	n/a	
	Transparencies	2002	\$0.80 **	n/a	
	<u>Fax Machine</u>				
	First Page	2002	\$2.00 **	n/a	Separate fax machine no longer available. Standardized service for photocopying/computer printing/scanning/faxing introduced. Single Public access machine will provide all functions - self serve.
	Additional Pages (sending)	2002	\$1.00 **	n/a	
	Additional Pages (receiving)	2002	\$1.00 **	n/a	
	Per page	2010		\$0.13/page	
	<u>Photocopies (Black and White)</u>				
	Letter and Legal Size per page	2008	\$0.09/page**	\$0.13/page	
	Ledger Size	2008	\$0.13/page**	\$0.13/page	
	<u>Room Rentals</u>				
	Gallery - 4 hr time slot (3/day available)	2009	\$14.29/time slot then \$19.04/time slot*	n/a	
	Techno Suite	2010		\$10.00/hr	See Audio Visual Rentals for additional equipment use charges.
	Murray Clarkson Room	2010		\$10.00/hr	
	Community Room A	2010		\$10.00/hr	
	Kitchen	2010		n/c	Kitchen attached to Comm Room A in new library
	Additional staff assistance	2009	\$25.00/hr	\$25.00/hr	Change based on experience. Assistance required outside normal hours of operation/schedule
	<u>Display Case Rentals per week</u>				
	West Entrance display case	2009	suspended for 2008/2009	n/a	Not available in New Library
	Large Gallery cabinet	2009	suspended for 2008/2009	n/a	Not available in New Library
	Pair of Display Towers	2009	suspended for 2008/2009	n/a	Not available in New Library



TOWN OF COLLINGWOOD
FEES AND SERVICE CHARGES

SCHEDULE A

Dept.	Services	Last Updated	2009 Fees and Service Charges	2010 Fees and Service Charges	Basis for Fees/Service Charges	
BUILDING	<u>Demolition Permits:</u>					
		If a professional engineer is required	2001	\$100	\$100	To recover administration and overhead costs
		All other demolitions	2001	\$50	\$50	To recover administration and overhead costs
		Buildings under 600 m. square	2001	\$50	\$50	To recover administration and overhead costs
		Buildings over 600 m. square	2001	\$100	\$100	To recover administration and overhead costs
	<u>Right of Entry</u>					
		Permit	2010		\$50	Valid for a 2 month period
		Renewal	2010		\$10	Extension for up to a further two month period
		Security Deposit	2010			Established by the Chief Building Official as deemed necessary

Note Fees covered under the Building Code Act are not changing and are included for public inspection purposes only. Under the Building Code Statute Amendment Law, permit fees must not exceed the anticipated reasonable costs to administer and enforce the Act. Building Code Act fees will be reviewed when the Fee Stabilization Reserve Fund target is reached.

Applicable Taxes Extra



**TOWN OF COLLINGWOOD
FEES AND SERVICE CHARGES**

SCHEDULE A

Dept.	Services	Last Updated	2009 Fees and Service Charges	2010 Fees and Service Charges	Basis for Fees/Service Charges	
PLANNING	Amendment to Site Plan Control Agreement - Major	2006	\$3,900.00 + \$2,000.00 contingency fee All 3rd submission drawings will require a further \$500.00	\$3,900.00 + \$2,000.00 contingency fee All 3rd submission drawings will require a further \$500.00		
	Amendment to Site Plan Control Agreement - Minor	2006	\$2,900.00 + 2,000.00 contingency fee All 3rd submission drawings will require a further \$500.00	\$2,900.00 + 2,000.00 contingency fee All 3rd submission drawings will require a further \$500.00		
	Minor Adjustment to Site Plan Control Agreement	2006	\$500.00 + \$2,000.00 contingency fee \$740.00 + \$500.00	\$500.00 + \$2,000.00 contingency fee \$740.00 + \$500.00		
	Tree Protection By-law - Less than 2 hectares	2006	contingency fee \$1,000.00 + \$500.00	contingency fee \$1,000.00 + \$500.00		
	Tree Protection By-law - Greater than 2 hectares	2006	contingency fee	contingency fee		
	Tree Protection By-law-within an Environmental Policy, Conservation, or Recreation Area	2006	\$1,500.00 + \$1,000.00 contingency fee	\$1,500.00 + \$1,000.00 contingency fee		
	Deeming By-law	2009	\$1,040.00 + \$1,000.00 contingency fee	\$1,040.00 + \$1,000.00 contingency fee		
	Parking Exemptions	2006	\$1,050.00 + \$500.00 contingency fee	\$1,050.00 + \$500.00 contingency fee		
	Part Lot Control By-law	2009	\$1,820.00 + \$1,000.00 contingency fee	\$1,820.00 + \$1,000.00 contingency fee		
	Condominium Exemptions	2009	\$2,410.00 + \$2,000.00 contingency fee	\$2,410.00 + \$2,000.00 contingency fee		
	Extension of Draft Approval	2009	\$2,410.00 + \$2,000.00 contingency fee	\$2,410.00 + \$2,000.00 contingency fee		
	Red Line Revision	2009	\$3,785.00 + \$2,000.00 contingency fee	\$3,785.00 + \$2,000.00 contingency fee		
	Radio Communications - Protocol Conformity Review Process	2009	\$3,900.00 + \$2,000.00 contingency fee	\$3,900.00 + \$2,000.00 contingency fee		
	<u>Printing Schedules & Maps</u>					
	11 x 17 Coloured (copies too)	2005	\$3.00**	\$6.00	Administration and overhead costs	
	24 x 36 B&W	2005	\$10.00**	\$20.00	Administration and overhead costs	
	24 x 36 Coloured	2005	\$36.00**	\$72.00	Administration and overhead costs	
	Maps Coloured	2005	\$1.00/ inch to plot **	\$2.00/ inch to plot	Administration and overhead costs	
	Official Plan	2005	\$100.00**	\$200 paper/\$20 CD /Web site free	Administration and overhead costs	
	Zoning By-law 87-61	2005	\$75.00**	\$75.00	Administration and overhead costs	
New Zoning By-law	2010		\$240/binder with tabs	Also available on the Town web site		
Zoning By-law CD	2010		\$20.00			
Black/White Photocopies	2005	\$0.20/page**	\$0.55/page	Administration and overhead costs		
Colour Photocopies	2006	\$0.25/page***	\$0.85/page	Administration and overhead costs		
Property Report at the Counter - 101	2010		\$100.00 (48 Hour turn-around)	Administration and overhead costs		

Applicable Taxes Extra

**SCHEDULE C
WASTE MANAGEMENT CHARGES**

1. The following waste management charges shall be levied on a flat rate basis per user:
 - a) Residential garbage collection, disposal & recycling \$140.00 per dwelling unit.
 - b) If more than one dwelling unit is located at a property address, the charge shall be determined using the following formula:
$$\$140.00 \times \text{number of dwelling units per property address.}$$
 - c) Commercial units successfully granted the right to Collection Services by the County of Simcoe shall be levied a waste management charge of \$140.00 per unit.
 - d) All other Commercial units shall be levied a recycling charge of \$33.00 per unit.
2. Waste management charges shall be added to the annual tax levy of each applicable property and be due and payable in the same manner and at the same time as the final tax bill.
3. Interest and penalty charges shall be applied in the same manner and at the same time as applicable to non-payment of installments of the tax bill.