

Township of Zorra



Fees By-law

Office Consolidation

Amending By-laws

By-law No. 90-11

By-law No. 27-12

By-law No. 67-12

By-law No. 74-12

By-law No. 38-14

By-law No. 44-15

By-law No. 09-16

By-law No. 55-16

By-law No. 18-18

By-law No. 40-18

By-law No. 42-19

By-law No. 16-20

By-law No. 86-21

By-law No. 52-22

By-law No. 22-23

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**THE CORPORATION OF THE
TOWNSHIP OF ZORRA**



BY-LAW NO. 11-09

**BEING A BY-LAW TO ESTABLISH FEES OR CHARGES FOR
SERVICES OR ACTIVITIES PROVIDED OR DONE BY OR ON
BEHALF OF THE CORPORATION OF THE TOWNSHIP OF
ZORRA**

WHEREAS Section 390 of the Municipal Act, S.O. 2001 c.25, as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges on persons for services or activities provided or done by or on behalf of the municipality;

AND WHEREAS, Section 150 of the Municipal Act, S.O. 2001 c.25, as amended, authorizes a local municipality to pass a by-law requiring the payment of license fees;

AND WHEREAS, Section 385 of the Municipal Act, S.O. 2001 c.25, as amended, permits a local municipality to fix a scale of costs to be charged as the reasonable costs of proceedings under Part XI – Sale of Land for Tax Arrears;

NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ZORRA ENACTS AS FOLLOWS:

1. That the fees set out in the attached Schedules shall be paid for the services or activities listed. All fees are per occasion or request unless denoted with an asterisk (*) which indicates a fee payable annually.
2. That Schedules A, B and C attached hereto form part of this by-law.
3. That this By-law shall be known and may be cited as the “Township of Zorra User Fee By-law”.
4. That By-laws No. 21-1998, 14-01 and 45-01 are hereby repealed.
5. Unless otherwise stated, any fees, rates or charges set out in this By-law which are not paid when due and remain unpaid after 30 days will be subject to interest fees at a rate of 1.25% per month. Where all or part of a fee, rate or charge imposed by this By-law remains unpaid for a period of more than 60 days, all outstanding amounts shall be added to the tax roll for the property, which is owned, in whole or in part, by the person upon whom the fee, rate or charge was imposed, and shall be collected in a like manner as municipal taxes. All of the owners of this property shall be liable jointly and severally for paying such fee, rate or charge. *added by By-law No. 22-23*

READ A FIRST AND SECOND TIME THIS 3rd day of FEBRUARY, 2009.

READ A THIRD TIME AND FINALLY PASSED THIS 3rd day of FEBRUARY, 2009.

“MARGARET LUPTON”

**MAYOR
MARGARET LUPTON**

“DONALD W. MACLEOD”

**CLERK ADMINISTRATOR
DONALD W. MACLEOD**

SCHEDULE "A"
TO BY-LAW 11-09

GENERAL ADMINISTRATION FEES

Service	Fee
Bag tags	As set by the County of Oxford
Composters	As set by the County of Oxford
Recycling/blue boxes	As set by the County of Oxford
Faxes (incoming)	\$0.25/page
Faxes (outgoing)	\$0.25/page + long distance charges when applicable
Maps	No charge
Photocopying (not on large scanner) <i>amended by By-law No. 16-20</i>	\$0.25/page
Photocopying on large scanner <i>added by By-law No. 16-20</i>	\$10.00/page
Tax Certificate <i>amended by By-law No. 55-16</i>	\$50.00
Zoning information, work orders, drainage charges/local improvements, and subdivision agreement clearance <i>amended by By-law No. 55-16</i>	\$100.00
Property / Zoning Compliance Confirmation <i>added by By-law No. 22-23</i>	\$50.00
Encroachment Application Fee <i>added by By-law No. 27-12</i>	\$400.00 (HST exempt)
Ontario Power Authority – Feed-In-Tariff – Council Resolution <i>added by By-law No. 67-12</i>	\$300.00

Tax Report – i.e. status of taxes for a Mortgage Company or property owner <i>added by By-law No. 55-16</i>	\$10.00
Copy of tax bill (electronic or hard copy) <i>added by By-law No. 22-23</i>	\$10.00
Tax Department Admin Fee (including adding items to tax roll, refunds of payments, etc.) <i>added by By-law No. 22-23</i>	\$25.00
Property Information Enquiry – i.e. survey of property, tile drainage information, building permits <i>added by By-law No. 55-16</i>	\$10.00
Drainage Reapportionment <i>added by By-law No. 55-16</i>	\$50.00
Administration Charges for financing of Construction Drain Projects <i>added by By-law No. 22-23</i>	\$25.00
Drainage Reapportionment <i>added by By-law No. 22-23</i>	\$100.00
Minor Variance with Minimum Distance Separation <i>added by By-law No. 55-16 amended by By-law No. 40-18</i>	\$650.00
Minor Variance without Minimum Distance Separation <i>amended by By-law No. 40-18</i>	\$600.00
Provision of External Development Review Services, External Municipal Engineering Services, and/or External Planning Services <i>added by By-law No. 52-22</i> *Excluding Drainage Reapportionments	Cost of services from third party billing plus 5% administration fee (maximum of \$100.00 on the 5% administration fee)
Site Plan Agreement (By-law 39-08) <i>amended by By-law No. 40-18</i>	\$400.00 Deposit \$2,000.00
Zoning By-law Application	\$1,500.00

Zoning By-law Application (with Official Plan Amendment)	\$10,000.00 Deposit \$20,000.00
Zoning By-law Application to Aggregate Industrial (ME) and/or Quarry Industrial (MQ)	\$15,000.00 Deposit \$30,000.00
Zoning By-law Application to Disposal Industrial (MD)	\$15,000.00 Deposit \$30,000.00
Commissioner of Oath signature, non-residents <i>added by By-law No. 55-16</i>	\$10.00
Meeting Investigation <i>added by By-law No. 55-16 deleted by By-law 16-20</i>	n/a
Tender Documents	\$25.00
Tender Documents – large construction and engineering tenders	\$75.00
Additional Residential Unit registration fee <i>added by By-law No. 22-23</i>	\$300.00

**SCHEDULE “B”
TO BY-LAW 11-09**

LICENSES, PERMITS AND AGREEMENTS

Service	Fee
Entrance culvert (seven metres)	\$1,670.00 plus taxes
For each extra metre	\$200.00 plus taxes
Widen an existing culvert up to four metres	\$700.00 plus taxes
Extension greater than four metres	Contact Township for individual pricing
Dog License * <i>deleted by By-law No. 52-22</i>	\$15.00
Dog License – Replacement Tag <i>added by By-law No. 55-16 deleted by By-law No. 52-22</i>	\$3.00
Hunting License (non-resident) <i>deleted by By-law No. 11-90</i>	n/a
Hunting License (resident) <i>deleted by By-law No. 11-90</i>	n/a
Kennel License *	\$100.00
Lottery License (including but not limited to bingo, Nevada and raffle)	3% of the prize board
Marriage License <i>amended by By-law No. 11-90 amended by By-law No. 52-22</i>	\$100.00
Civil Marriage Service in Township Office during normal office hours <i>amended by By-law No. 52-22</i>	\$300.00
Civil Marriage Service outside normal office hours <i>Officiant paid \$300.00 amended by By-law No. 52-22</i>	\$350.00
Civil Marriage Service – Witness (during normal office hours) <i>added by By-law No. 52-22</i>	\$20.00 / witness
Marriage Package –Civil Marriage Service (outside normal office hours) and Marriage Licence <i>Officiant paid \$300.00 added by By-law No 55-16 amended by By-law No. 52-22</i>	\$400.00
Rehearsal fee <i>amended by By-law No. 52-22</i>	\$60.00
Fire Permit	No charge
Special Event Permit	\$50.00
NSF Charge – Service Fee <i>added by By-law No. 11-90</i>	\$35.00
Display Fireworks Event Permit (By-law 36-14) <i>added by By-law No. 38-14</i>	\$30.00
Retail of Consumer Fireworks Permit (By-law 36-14) <i>added by By-law No. 38-14</i>	\$150.00
Pyrotechnic Special Event Approval Permit (By-law 36-14) <i>added by By-law No. 38-14</i>	\$150.00
Application for Exemption to Noise Control By-law (By-law 69-12, as amended)	\$50.00
Application for Exemption to Animal Care and Control By-law (By-law 43-15)	\$100.00
Dog License for Dangerous Dog* (By-law 43-15)	\$30.00
Replacement Dog Tag (By-law 43-15)	\$3.00
Wedding Tent Permit <i>added by By-law No 55-16</i>	\$50.00
Application for Exemption to Fencing By-law (By-law 38-01) <i>added by By-law No 55-16</i>	\$50.00
Line Fence Act application fee <i>added by By-law No. 16-20</i>	\$100.00

SCHEDULE "C"
TO BY-LAW 11-09

Amended by By-law No. 22-23

MUNICIPAL TAX SALES

Service	Fee
Costs Related to Tax Sale Process	Full cost recovery
Administration fee for Tax Sale Process	\$2,500
Costs Related to Proceeding Under Tender Process	Full cost recovery
Administration fee for Tender Process	\$2,500
Costs Related to Proceeding Under Public Auction Process	Full cost recovery
Administration fee for Public Auction Process	\$2,500

**SCHEDULE “D”
TO BY-LAW 11-09
AS AMENDED BY BY-LAW No. 09-16**

FIRE AND EMERGENCY SERVICES FEES

Service	Fee
<p>1. For attending the scene of a motor vehicle collision:</p> <p>a) Involving dangerous goods (as defined under the Dangerous Goods Act) and/or vehicles with a gross weight over 11,000kg. Or;</p> <p>b) Where the fire department provided medical, extrication, fire suppression, spill mitigation or site clean-up services</p>	<p>a) Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call;</p> <p>b) Current MTO rate per hour per vehicle plus personnel costs plus any additional costs to for each and every call</p>
<p>2. For response to incidents involving the release, or potential release, of dangerous goods (not covered under 1.)</p>	<p>Current MTO rate per hour per vehicle plus personnel costs plus any additional for each and every call</p>
<p>3. For fire department response fees/Indemnification Technology®.</p>	<p>Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call.</p>
<p>4. For responding to false alarms from an automatic alarm system:</p> <p>a) first false alarm in any 12 month period;</p> <p>b) second false alarm in any 12 month period;</p> <p>c) third and subsequent false alarms in any 12 month period</p>	<p>a) Nil;</p> <p>b) Warning Letter;</p> <p>c) Current MTO rate per occurrence.</p>
<p>5. For responding to an open air burn by-law violation as outlined in the Regulation and Setting of Fires By-law 25-08.</p>	<p>Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call.</p>
<p>6. For attending an incident at a property where no locate was obtained or where requirements of the locate had not been followed.</p>	<p>Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call.</p>
<p>7. For providing a Fire Watch on a premises as required under the Ontario Fire Code.</p>	<p>Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call.</p>
<p>Fire Inspection Report <i>added by By-law No 55-16 amended by By-law No. 52-22</i></p>	\$150.00
<p>Fire Incident Report <i>added by By-law No 55-16, amended by By-law No. 22-23</i></p>	\$100.00
<p>Fire Chief's Letters to Lawyers or Insurance Company <i>added by By-law No 55-16</i></p>	\$75.00
<p>Hydro inspection for fire investigation and inspection purposes. <i>added by By-law No 55-16</i></p>	<p>Rates as charged by Electrical Safety Authority.</p>

SCHEDULE "E"
TO BY-LAW 11-09
AS AMENDED BY BY-LAW No. 55-16

PUBLIC WORKS FEES

Service	Fee
911 sign and installation <i>added by By-law No 55-16; deleted by By-law No 18-18.</i>	No Charge
911 sign/post (for reorders due to damage, theft, etc.) <i>added by By-law No. 22-23</i>	Cost
911 sign installation (for reorders due to damage, theft, etc.) <i>added by By-law No. 22-23</i>	\$75.00
Road and Work Use Permit/Entrance Permit <i>added by By-law No 55-16; amended by By-law No 18-18.</i>	\$150.00
Recovery of Costs Due to Property Damage (The Township of Zorra will seek the recovery of costs incurred for repair or replacement of Township property damaged by an individual when the offence is committed with a vehicle. Recovery will be sought either from the individual directly, from their company or employer or from their insurance carrier). <i>added by By-law No 18-18</i>	Cost Recovery including but not limited to Actual Costs for Labour, Material, Equipment, Contracted Services plus HST on all items.
Road Inquiry Report <i>added by By-law No. 22-23</i>	\$75.00

SCHEDULE "F"
TO BY-LAW 11-09
AS AMENDED BY BY-LAW No. 86-21

RECREATION FEES

Service		Fee (HST not included)	
Ice Rentals (ice rentals are 50-minute hour) Effective September 1, 2022 to April 30, 2023 amended by By-law No. 52-22			
Prime Rate	Monday to Friday - 5:00pm - Close Saturday and Sunday 8:00am – Close <i>amended by By-law No. 52-22</i>	\$184.00	
Non-prime Rate	Sept 1 - March 31 Monday to Friday - 7:00am - 5:00pm Saturday & Sunday - 7:00am - 8:00am <i>amended by By-law No. 52-22</i>	\$110.00	
Minor Sports Organizations	Monday to Friday - 5:00pm - Close Saturday and Sunday 8:00am – Close <i>amended by By-law No. 52-22</i>	\$145.00	
Last Minute Booking	Non-Prime hours only, cannot be booked more than 48 hours in advance and subject to facility/staff availability <i>amended by By-law No. 52-22</i>	\$50.00	
Recreation Skating			
Public Skating	Pre-School (3 & Under) Individual Family rate	Free \$3.00 \$8.00	
Shinny	Individual Family rate	\$5.00 \$12.00	
Sponsorship & Advertising			
Sponsor a Public Skate or Shinny	One regular public skate at either facility.	\$200.00	
Arena Wall Ad	4'x8' wall ad production costs by advertiser	\$285.00	
Arena Rinkboard Ad	32" x 84" vinyl board ad production costs by advertiser	N/A	
On-Ice Ad	10'x10' on-ice ad production costs by advertiser	N/A	
Resurfacers Ad	Full machine ad (half and quarter machine ads available)	\$2000.00	
Large Halls			
<i>Located at the Thamesford District Recreation Centre and Embro-Zorra Community Centre</i>			
Fitness & Recreation Programs	Sport groups, fitness classes, and instructional programs (equipment storage at additional charge, when available)	Per hour (two-hour minimum)	\$30.00
General Events	Group meetings, family events or corporate functions (includes use of the kitchen)	Half Day (5 hours)	\$150.00
		Full Day (9 hours)	\$250.00
	Optional set up or tear down fee		\$125.00
	Additional fee for kitchen.		\$60.00

Kitchen Rental	Stand alone use of the hall kitchen for food preparation	\$123.00
Funeral Rate	For funerals and receptions, celebrations of life or memorial	\$153.00

	services(includes use of the kitchen and bar areas)		
	Optional set up and tear down fee.	\$87.00	
Banquet Rate	Wedding receptions, dances, special events and large community events: (includes the use of kitchen and bar area)	\$575.00	
	Set up day before function (4 hours max, must be schedules in advance)	\$125.00	
	Tear down fee available if requested in advance	\$125.00	
Stag & Doe	Subject to all requirements of AGCO regulations and Zorra's Municipal Alcohol Policy. Includes a mandatory tear down fee.	\$1250.00	
	Staff to set up tables and chairs the day before (4 hours maximum, must be scheduled in advance)	\$125.00	
Arena Floor	Special Events	Daily rate	\$785.00
	Sports use (3 hours minimum)	Hourly rate	\$66.00

Small Halls

Community Meetings & Recreational Programs	Classes or fitness programs, service group meetings, library rentals (does not included use of the kitchen).	Half day (5 hours)	\$50.00
General Events	Group meetings, family events or corporate functions (includes use of the kitchen).	Half day (5 hours)	\$126.00
		Full day (9 hours)	\$210.00
	Optional set up and tear down fee		\$61.00
Funeral Rate	For funerals and receptions, celebrations of life or memorial services (includes use of the kitchen)	Full day	\$108.00
	Optional set up and tear down fee.		\$61.00

Notes:

- Events serving alcohol are subject to all requirements of AGCO regulations and Zorra's Municipal Alcohol Policy
- No stag and does or bachelor(ette) parties
- Low impact fitness classes are permitted, but no sports activities (e.g. floor hockey, volleyball or baseball)

Embro Townhall

Community Meetings & Recreational Programs	Classes of fitness programs, service group meetings, library rentals (does not include use of the kitchen).	Half day (5 hours)	\$50.00
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General Events	Group meetings, family events, weddings or corporate functions	Half day (5 hours)	\$123.00
	(includes use of the kitchen)	Full day (9 hours)	\$184.00
	Optional set up and teardown fee		\$61.00
Funeral Rate	For funerals and receptions, celebrations of life or memorial services (includes use of the kitchen)		\$108.00
	Optional set up and tear down fee.		\$61.00
Notes:			
<ul style="list-style-type: none"> - Events serving alcohol are subject to all requirements of AGCO regulations and Zorra's Municipal Alcohol Policy - No stag and does or bachelor(ette) parties - Low impact fitness classes are permitted, but no sports activities (e.g. floor hockey, volleyball or baseball) - Sound and lighting equipment in the auditorium is property of the Thistle Theatre and not included in the rental rate. Groups who would like to utilize the equipment must request this of the theatre at their own expense. 			
Parks User Fees			
Soccer	Minor Clubs – Per Season <i>(located in Zorra)</i>		\$755.00
	Non-minor Soccer – Per Team		\$938.00
	Change Rooms (Adult Teams)		\$380.00
Baseball	Minor Clubs – Per Game <i>(located in Zorra)</i>		\$25.00
	Non-minor Baseball – Per Game		\$48.00
	Non-minor Baseball (unlit)		\$41.00
	Non-minor Baseball (lit)		\$53.00
	Tournament Fee (per day, per diamond)		\$150.00
Park Event Rates	Outdoor Special Events (large community events, car shows)		\$242.00
	Passive Park Events (picnics, family or small private events)		\$36.00
Pool User Fees			
Lessons	Daytime Sessions (10 classes)		\$56.00
	Evening/Weekend (8 classes)		\$46.00
	Private		\$25.00
Drop-In Programs	Individual		\$3.00
	Family		\$8.00
	Pre-school		-
	10-Swim Punch Cards		\$25.00
	Single Season Pass		\$160.00
	Family Season Pass		\$150.00
Advanced Classes	Bronze Star		\$80.00
	Bronze Medallion & Emergency First Aid		\$150.00
	Bronze Cross		\$150.00
	Manual		\$55.00
Swim Team			\$85.00
Pool Rental	1 hour		\$100.00
Camp Registration			
Full Week Registration	5-day Week		\$164.00
	4-day Week		\$132.00
Daily Registration	Per day		\$40.00

Camp Add -On	Before Care, per day (7:30 a.m. – 8:30 a.m.)	\$5.00
	After Care, per day (4:30 p.m. – 5:30 p.m.)	\$5.00
	Swimming lessons	\$35.00

Field Trips Add-On	Bus	$\$350/40 = \$8.75/\text{camper}$
	Admission \$15/camper + bus	\$25.00
	Admission \$30/camper + bus	\$40.00

SCHEDULE "G"
TO BY-LAW 11-09
AS AMENDED BY BY-LAW No. 22-23

STORM WATER RATE FEES

The following stormwater rates are imposed upon owners of each lot that is within the settlement areas as outlined in Section 1 of by-law 19-23 – Being a By-law to establish a stormwater management utility and to establish the provision of rates.

Service	Monthly Rate
All properties less than 0.4 hectares in size subject to Stormwater Charge and this is considered the minimum fee for any property.	\$6.00/monthly
Properties larger than 0.4 hectares in size subject to Stormwater Charge. For these properties, the fee shall consider the runoff generated (C factor) and adjusted up or down compared to an average C of 0.45. All properties are subject to the minimum fee set above. Properties that drain away from the storm sewer system (all or part of lands) are still subject to the minimum fee above.	\$15.00 per hectare/monthly