



Municipality of West Elgin

Agenda

Committee of the Whole Meeting

November 4, 2021, 9:30 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main Street

West Lorne

Electronic Hybrid Meeting

Documents are available in alternate formats upon request. Please contact the Clerk's Department if you require an alternate format or accessible communication support at 519-785-0560 or by email at jnethercott@westelgin.net.

Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Committee of the Whole adopt the agenda as circulated.

3. Disclosure of Pecuniary Interest

4. Closed Session

Recommendation:

That the Committee of the Whole of the Municipality of West Elgin hereby adjourn into Closed Session at _____ a.m. under Section 239(2)(d) of the *Municipal Act R.S.O. 2001* consideration will be given to matters pertaining to labour relations or employee negotiations.

5. Report from Closed Session

6. Staff Reports

6.1. Verbal update from Staff on 2022 Budget Process

6.2. Council Grant Program and Waiver of Fees

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Recommendation:

That West Elgin Committee of the Whole hereby receives the report from Magda Badura, CAO/Treasurer re: Council Grant Program and Waiver of Fees for information purposes.

6.3. Proposed 2022 Fees and Charges

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Recommendation:

That West Elgin Committee of the Whole hereby receives the report from Magda Badura, CAO/Treasurer re: Proposed 2022 Fees and Charges;
and

That West Elgin Committee of the Whole provide the following direction

7. Adjournment

Recommendation:

That West Elgin Committee of the Whole hereby adjourn at _____ to meet again at 9:30 a.m. on November 18, 2021 as Council or at the call of the Chair.



Staff Report

Report To: Committee of the Whole
From: Magda Badura, CAO/Treasurer
Date: 2021-11-04
Subject: Council Grant Program and Waiver of Fees

Recommendation:

That West Elgin Committee of the Whole hereby receives the report from Magda Badura, CAO/Treasurer re: Council Grant Program and Waiver of Fees for information purposes.

Purpose:

The purpose of this report is to provide Council an update on the total amount of fees waived and Council Grants awarded in 2021 and to receive feedback on the program moving forward.

Background:

Council grant policy was adopted in 2019 and the waiver of rental fees was adopted in 2020 by Council. So far in 2021 West Elgin has waived a total of \$26,074.75 in rental fees for the West Elgin Community Complex, Miller Park Pavilion and Rodney Recreation Centre, as per the attached waiver of fees spreadsheet. In comparison the cost to operate the Recreation Centre annually over the past three years are as follows:

	2021*	2020	2019
Revenue	\$10,000.00	\$1,742.90	\$6,891.50
Operating Expenses	\$40,556.10	\$41,048.95	\$39,668.64

**Denotes year to date – revenue estimated*

In 2021 West Elgin Council awarded a total of \$56,000 in Council Grants (not including waiver of fees) to a number of groups, with \$10,200 to be awarded for events that were not able to take place due to COVID-19. So far approximately \$35,000 has been paid out, with some outstanding events still to take place (\$5,000 towards the two Christmas Events) and a few events cancelled due to COVID-19. Therefore, it is estimated that a total of \$40,000 will be paid out for Council Grants in 2021.

Currently the Council Grant Applications have not been opened for 2022 and no waiver of fees for 2022 have been awarded or brought forward until staff are provided with direction on to the amount to submit for the 2022 budget.

Organization	Event	Event Days	Event Start Date	Event End Date	Time	# of hours rented	Building	Building room	Price per By- Law	Price based on hours rented	Tax	Total Cost	Amount of Fees waived	Partial Fees	Tax	Total
Elgin County Library	Tax Clinic	March- April Tuesday and Friday	02-Mar	30-Apr	10a.m. -5:00 p.m.	7	Complex	Meeting Room	\$25.00/day	\$ 450.00	\$ 1.13	\$ 508.50	Total			
Rodney Shufflers	Shuffle Board	Monday and Thursday 9-12	14-Oct	31-Dec	9:00-11:00a.m.	2	Rodney Rec	Main Hall	\$30.00/ hour	\$ 1,080.00	\$ 1.13	\$ 1,220.40	total			
WL tai Chi	Tai Chi	Tuesday/ Friday	28-Jun	30-Sep	9:30-10:30 a.m.	1	Miller Park	Pavilion	\$5.00/hour	\$ 130.00	\$ 1.13	\$ 146.90	total			
Tops	Weight Watchers Meeting	Wednesday	Did not start as council moved to complex		6:00-8:30											
WEHC	stroller walk	May 19-June 16-July21-August28-September15	19-May	15-Sep	10:30-1:30	3	Miller park	Pavilion	\$5.00/Hour	\$ 75.00	\$ 1.13	\$ 84.75	Total			
WEHC	Mental Health	Wednesday	21-Jul-28	04-Aug	9-10a.m.	1	Miller Park	Pavilion	\$5.00/hour	\$ 15.00	\$ 1.13	\$ 16.95	Total			
WEHC	Seniors fitness	Wednesday / Friday	28-Jun	30-Sep	11:00-12:30	1.5	Miller Park	Pavilion	\$5.00/hour	\$ 240.00	\$ 1.13	\$ 271.20	Total			
WEHC	Children Fitness	Monday	18-Oct	22-Nov	5-7p.m.	2	Rodney Rec	Main Hall	\$30.00/hour	\$ 60.00	\$ 1.13	\$ 67.80	Total			
YMCA- St. Thomas elgin	Classes	Saturday s	Did not start cancelled programming													
Rodney Aldborough Fair	Fair/ drive thru Dinners	28-Aug	28-Aug	28-Aug	3:00-9:00 p.m.	6	Rodney Rec	Main Hall	\$30.0/hour	\$ 180.00	\$ 1.13	\$ 203.40	Total			
Rodney Aldborough Fair	Fair/ drive thru Dinners	September 16, 18, 19	16-Sep	19-Sep	3:00-9:00 P.m.	24	Rodney Rec	Main hall / kitchen	30.0/hour plus \$40.00/ hour	\$ 780.00	\$ 1.13	\$ 881.40	Total			
West Elgin Business Group	Vendor fair	23-Oct	23-Oct	23-Oct	9-3p.m.	6	Miller Park	Pavilion	\$25.00/day	\$ 25.00	\$ 1.13	\$ 28.25	Total			
Earlyon	Children group	october 5, 12, 19, 26 Nov 2, 30	05-Oct	30-Nov	9:00-11:00	2	Rodney Rec	Main hall	\$30.00/hour	\$ 360.00	\$ 1.13	\$ 406.80	Total			
Dutton Day Care	Day Care	Monday- Friday July/ August	05-Jul	27-Aug	6:30-6:30	12	Rodney Rec	Full Building	\$425.00/ day	\$ 17,000.00	\$ 1.13	\$ 19,210.00	Partial Fee Paid	\$ 2,000.00	\$ 1.13	\$ 2,260.00
TinyTots	Chirdren group	Monday Wednesday Friday	04-Jan	25-Jun	8:30-1:30	5	Rodney Rec	Full Building	\$30/hour	\$ 10,200.00	\$ 1.13	\$ 11,526.00	Partial Fee Paid	\$ 6,000.00	\$ 1.13	\$ 6,780.00
Dutton Day Care	Swim Time	Monday/ Thursday	05-Jul	26-Aug	02-Jan	1	Rodney pool	Pool	\$65.00/ hour	\$ 1,040.00	\$ 1.13	\$ 1,175.20	Partial Fee Paid	\$ 560.00	\$ 1.13	\$ 632.80

Total Fees
\$ 31,635.00

Total Fees with Tax
\$ 35,747.55

Total Fees Waived Minus Partial Fees Paid
\$ 26,074.75

Total fees
\$ 3,395.00

Total Fees with Tax
\$ 3,836.35

Price above does not include Tiny Tots or Daycare

Please note due to COVID-19 tinytots and Daycare had to take full building instead of certain rooms.



Staff Report

Report To: Committee of the Whole
From: Magda Badura, CAO/Treasurer
Date: 2021-11-04
Subject: Proposed 2022 Fees and Charges

Recommendation:

That West Elgin Committee of the Whole hereby receives the report from Magda Badura, CAO/Treasurer re: Proposed 2022 Fees and Charges; and
That West Elgin Committee of the Whole provide the following direction _____

Purpose:

The purpose of this report is to present the proposed 2022 Fees and Charges changes for discussion, prior to preparation of the by-law.

Background:

The Municipal Act, Planning Act and Building Code Act all give Municipalities the authority to impose user fees and charges for services provided for and on behalf of a municipality and that these fees must be reviewed annually.

The purpose of these fees is to recover costs incurred as a result of services provided by the municipality. Most of the services that a user fee is attributed to are a result of an individual or group need and not beneficial to the community as a whole. The user fees for these services are calculated to recover costs or attempt to mitigate large losses to provide these services on an economy of scale. When a user fee does not cover the cost to provide a service, the cost of this is passed on to the general taxpayer, through the general levy. User Fees allow for municipalities provide a wide variety of services for its residents, with the cost of these services falling mainly to those who benefit from them. Not all services provided will be able to be totally funded by user fees and staff have done their best to strike a balance to ensure services are maintained and not overly impacting the general tax levy and keeping fees reasonable.

The Building Code legislates that fees charged for services provided by the Building Department cover the cost of the operation of this department and that a public meeting be held prior to any changes of published fees are passed by by-law. A public meeting notice shall be issued once the Committee of the Whole is satisfied with the proposed fees and charges and this notice must be given 21 days prior to the meeting.

Attached are the proposed 2022 fees and charges by department that have changes. Also attached is a comparison chart for the Building Department Fees.

Financial Implications:

User Fees directly effect the 2022 budget, therefore these need to be set prior to the preparation of the 2022 draft budget.

Policies/Legislation:

Municipal Act
Building Code Act
Planning Act

Administration Fees

Item	2021 Fee	Proposed 2022 Fee	Notes
Animal Control			
Dog Licence	\$ 40.00		Removed as per
Administration fee for unpaid dog tag	\$ 50.00		Resolution 2021-193
Kennel Licence	\$ 150.00		
Replacement Tag	\$ 15.00		
Requests			
Reprint of Tax/Water Bills or Statements	\$ 10.00	\$ 15.00	
Tax Certificates	\$ 50.00	\$ 60.00	
Zoning Certificates/ Letters	\$ 50.00	\$ 60.00	
Fire Report	\$ 50.00	\$ 60.00	
Septic Records Search	\$ 50.00	\$ 60.00	
Work Order Inquires	\$ 50.00	\$ 60.00	
General			
Mileage (per km)	\$ 0.495		
NSF Fee	\$ 30.00	\$ 40.00	DD- \$50
Copies of Zoning or Official Plan By-Law	\$ 50.00		
Photocopies	\$ 0.50		
Tax Sale Packages	\$ 15.00	\$ 10.00	Set by RealTax
Fax (per page)	\$ 1.25		
Courier Delivery (Flat Rate)	\$ 8.00		
Burial Permit	\$ 10.00		
Marriage License	\$ 110.00		
Marriage Ceremony	\$ 300.00		
Rehersal fee	\$ 50.00		
Penalty on late payments (per month)	2% of charge		
Truck, Air Break and Bus MTO Books	\$ 18.95		
Driver and Motorcycle MTO Books	\$ 14.95		
Transfer of Fee to Property Taxes	\$ 50.00		
General Research Fee per hour	\$ 30.00		
By-law Appeal Hearing Fee	\$ 125.00		

Item	2021 Fee	Proposed 2022 Fee	Notes
Drainage			
Tile Drain loan application	\$ 150.00		
Drainage Reapportionment (first Drain)	\$ 75.00		
Drainage Reapportionment (additional drains)	\$ 50.00		
Drain Maintenance (min charge)	\$ 30.00		
MFIPPA			
Application Fee	\$ 5.00		
Search/Preparation Time per hour	\$ 30.00		
Photocopies	\$ 0.20		
Shipping (minimum)	\$ 8.00		
			Removed and will be in Budget as not fees charged to general public
Bookeeping- per annum			
Arena	\$ 2,500.00		
Tri-County Water Board	\$ 7,000.00		
Port Glasgow Trailer Park	\$ 10,000.00		

Building Fees

Item	2021 Fee	Proposed 2022 Fee	Notes
Residential - Group C Occupancies			
1st Floor per square foot	\$0.65/sf	\$0.95/sf	
2nd & 3rd floor per square foot	\$0.65/sf	\$0.95/sf	
Basement	\$0.20/sf	\$0.50/sf	
Crawlspace	\$0.20/sf	\$0.35/sf	
Garage/Porch/Deck/Storage/Workshop	\$0.20/sf	\$0.35/sf	
Alt & Reno where square footage cannot be determined as above	\$10/\$1000 Const. Value	\$12/\$1000 Const. Value	
Minimum Fee for all permits	\$ 200.00	\$300.00	
Accessory Buildings - Decks, Porches etc.			
Less than 250 sf	\$ 125.00	\$ 150.00	
251 to 500 sf	\$125+ \$0.20/sf over 250 sf	\$150+ \$0.20/sf over 250 sf	
501 to 1000 sf	\$235 + \$0.10/sf over 500 sf	\$260 + \$0.10/sf over 500 sf	
Over 1000 sf	\$275 + \$0.08/sf over 1000 sf	\$300 + \$0.08/sf over 1000 sf	
Farm Buildings			
Livestock Buildings & Manure Pits	\$100 +\$6.25/\$1000 Const	\$100 + \$7.25/\$1000 CV	
Non Livestock Agricultural Bldgs.			
Less than 250 sf	\$ 150.00	\$ 175.00	
251 to 500 sf	\$150 + \$0.20/sf over 250 sf	\$175 + \$0.20/sf over 250 sf	
501 to 1000 sf	\$235 + \$0.10/sf over 500 sf	\$260 + \$0.10/sf over 500 sf	
1001 to 1500 sf	\$275 + \$0.08/sf over 1000 sf	\$300 + \$0.08/sf over 1000 sf	
1501 to 3000 sf	\$330 + \$0.04/sf over 1500 sf	\$355 + \$0.05/sf over 1500 sf	
3001 sf or greater	\$385 + \$0.03/sf over 3000 sf	\$425 + \$0.04/sf over 3000 sf	
Sewage System Permits			
New Class 4 or 5 sewage system	\$ 525.00	\$ 550.00	
Repair to sewage system	\$ 325.00	\$ 350.00	
Permit Renewal Fee	\$ 125.00	\$ 150.00	

Item	2021 Fee	Proposed 2022 Fee	Notes
Misc. Permit Fees			
Woodstoves, Chimneys, Fireplaces and other Wood Burning Appliances	\$ 125.00	\$ 150.00	
Demolition Permit	\$ 125.00	\$ 150.00	
In Ground Swimming Pools (incldes fencing)	\$ 125.00	\$ 150.00	
Fence around Above Ground Pools	\$ 125.00	\$ 150.00	
Building Re-locations	\$100 + Travel Cost + Fee for appropriate Building listed		
Transfer of Permit Fee	\$ 125.00	\$ 150.00	
Tent Permit (greater than 60 m squared)	\$ 125.00	\$ 150.00	
Re-inspection Fee (not ready for insp)			
Change of Use (no construction)	\$ 125.00	\$ 150.00	
Septic Inspection due to severance	\$ 125.00	\$150.00	
Indemnity/Security Deposit (refundable)	\$500 or \$1000		
Conditional Permit	\$ 300.00	\$325.00	
Sign permit	\$ 125.00	\$150	
Building Research Fee (per hour)	\$ 30.00		
Water Service Inspection fee	\$ 75.00		
Commercial - Group D & E Occupancies Including Mix use Group C			
Minor int reno less than 1000 sf GFA	\$0.35/sf - \$300.00 min	\$0.95/sf - min \$400	
Major int reno 1000 sf and over GFA	\$0.35/sf - \$500.00 min	\$0.95/sf - min \$950	
New Construction & Additions	\$0.35/sf - \$1000.00 min	\$12.00/\$1000 Const Value - min \$1500	
Group A & B Occupancies	\$10.00/\$1000 Const. Value - \$500.00 min	\$12/\$1000 const value - \$1000.00 min	
Industrial - Group F Occupancies	\$10.00/\$1000 Const. Value - \$500.00 min	\$12/\$1000 const value - \$1000.00 min	

Item	2021 Fee	Proposed 2022 Fee	Notes
New Proposed Fees			
Group C - Multi Unit - excluding semi detached, duplexes, townhouses & row houses		\$12/\$1000 const value - \$1000 min.	
Alternative Solution Review		TBD by CBO - based on peer review cost	
Additional Plans Review(changes to original submission)		25% addition to original permit fee	
Expedite Permit Review (if time allows)		25% addition to permit fee	
Plumbing - new Water Service Connection or Sewer Connection		\$200.00	
Designated Structures (1.3.1.1 of Building Code) - not noted elsewhere		\$500.00/structure	
Cost of Construction shall be based on current market value for labour and material - CBO discretion (quotes and contracts may be requested)			

Planning

Item	2021 Fee	Proposed 2022 Fee
Consent (severance) application (Sections 53 and 57 of the Planning Act)	\$ 800.00	
Minor variance application (Section 45(1) to 45(3) of the Planning Act)	\$ 1,000.00	
Extension, enlargement or other change to non-conforming uses	\$ 1,000.00	
Zoning by-law amendment application	\$ 1,200.00	
Holding zone symbol removal by-law	\$ 500.00	
Temporary use by-law (Sections 39 and 39.1 of the Planning Act)	\$ 1,200.00	
Temporary use by-law deposit	\$ 5,000.00	
Renewal of Temporary use by-law Extension Requests	\$ 600.00	
Deeming by-law	\$ 1,200.00	
Zoning Certificate/letter	\$ 50.00	\$ 60.00
Official plan amendment application	\$ 2,000.00	\$ 2,400.00
Site plan control application	\$ 1,000.00	
Site plan agreement (includes legal and registration costs)	\$ 1,000.00	
Amendment to site plan agreement	\$ 500.00	
Plans of subdivision/plans of condominium (plus engineering, consultant and/or legal costs)	\$ 2,000.00	\$ 4,000.00
Planning and Development Agreement (plus engineering, consultant and/or legal costs)	\$ 1,000.00	\$ 1,500.00
Amendment to Planning and Development agreement (plus engineering, consultant and/or legal costs)	\$ 500.00	\$ 750.00

Item	2021 Fee	Proposed 2022 Fee
Cash-In-lieu of Parkland Fee (new lot creation for consents, save and except surplus farm dwellings) in settlement area only)	\$ 750.00	\$2000 or as per Section 51.1 of the Planning Act (whichever is lower)
Cash-In-lieu of Parkland Fee (subdivision and condominiums)		As per Section 51.1 of the Planning Act- based on land valuation calculation
Part Lot Control Application		\$ 800.00
Part Lot Control Extension Request		\$ 400.00
Telecommunications Towers		\$ 500.00
Re-Notification Fee of Planning Application, based on Proponent Request		50% of Application Fee
Processing of inquiries related to acquisition of Municipal owned land (including road allowances)		\$ 400.00
Change of Conditions to Consent Request		\$ 400.00
Red Line Revision Comments to the County / Ontario Land Tribunal on Subdivisions and Condominiums		\$ 1,200.00
Draft Plan Approval Clearance Letter to the County / Ontario Land Tribunal		\$ 500.00
Draft Plan Extension Comments to the County / Ontario Land Tribunal		\$ 800.00
Ontario Land Tribunal Attendance, for each Municipal Employee that attends a Hearing in support of an application that has been approved by Municipal Council / Committee of Adjustment		Actual costs???
Reactivating a planning application that has not been acted on in 12 months		50% of Application Fee
Condominium Exemption Comments to the County		\$ 800.00

Item	2021 Fee	Proposed 2022 Fee
<p>* Note: Any engineering, legal or consulting fees over and above established rates will be added to all planning fees. These fees are charged per lot, where applicable.</p>		

Port Glasgow Trailer Park Fees

Item	2021 Fee	Proposed 2022 Fee	Notes
<u>Seasonal Fees</u>			
Lots with 30 amp service	\$ 1,800.00	\$ 1,890.00	Increase may be required to pay for replacement of stairs to beach
Additional charge for Lakefront	\$ 100.00		
Winter Storage	\$ 50.00		
Additonal charge for:			
air conditioner	\$ 80.00	\$ 84.00	
freezer	\$ 80.00	\$ 84.00	
fridge	\$ 80.00	\$ 84.00	
electric dryer	\$ 80.00	\$ 84.00	
electric hot water heater	\$ 80.00	\$ 84.00	
combo electric/gas hot water heater	\$ 80.00	\$ 84.00	
electric golf carts	\$ 60.00	\$ 63.00	
electric car	\$ 60.00	\$ 63.00	
Boat Trailer Parking	\$ 50.00	\$ 52.50	
Refundable deposit for key to laundry room	\$ 10.00		
Coin access washer	\$ 3.00		
Coin access dryer	\$ 2.00	\$ 3.00	increase as part of installation of new dryers
Rental of Dance Hall	\$ 25.00		
Clean up deposit for Dance Hall Rental	\$ 100.00		
Rental of Pavillion (per day)	\$ 25.00		
Rental of Pavillion (per hour)	\$ 5.00		
Rental of Recreation Hall (per day)	\$ 25.00		
Seasonal Lot Transfer of Lease	\$ 100.00	\$ 105.00	
Booth Rental (June to Sept) (per month)	\$ 150.00	Per RFP	

Item	2021 Fee	Proposed 2022 Fee	Notes
Cleaning of yard at an individual trailer site (per hour)	\$ 40.00		
<u>Transient Fees</u>			
Per Night			
Tents	\$ 35.00	\$ 36.75	
1 Man Tent (no motorized vehicle)	\$ 15.00	\$ 15.75	
Sites with hydro and water	\$ 45.00	\$ 47.25	
Sites with hydro and water and sewer	\$ 50.00	\$ 52.50	
Weekly (7 days)			
Sites with Hydro and Water	\$ 285.00	\$ 299.25	
Sites with hydro and water and sewer	\$ 315.00	\$ 330.75	

Note: rental fees for Dance Hall, Pavillion and Recreation Hall do not apply to season residents of Port Glasgow Trailer Park

Public Works

Item	2021 Fee	Proposed 2022 Fee	Notes
9-1-1 Signs			
Sign	\$ 30.00		
Post	\$ 30.00		
Sign & Post together	\$ 50.00		
Recycling			
Composter	\$ 35.40	Cost recovery	May change depending on cost of new Composters as this is a straight cost recovery charge
Blue Box	\$ 8.00		
New Home Construction (max 2)	No Charge		
Landfill - Tipping Fees			
Pick up Load	\$ 40.00		
1/2 pick up load	\$ 20.00		
Large Item Fee (Couches, Mattress etc)(per item)	\$ 10.00		
Removal of Refrigerant	\$ 25.00		
Shingles/Construction Materials/ Commercial	\$ 100.00		
Permits			
Entrance Permit	\$ 100.00		
Refundable deposit for above permits	\$ 400.00		
Road Occupancy Permit (to work under/on road)	\$ 100.00		
Moving Permit	\$ 100.00		
Refundable deposit for above permits	\$ 1,000.00		
Above requires Certificate of Insurance Naming Municipality as Co-Insured			
Oil & Gas exploration - Road user agreement for construction			
Agreement fee	\$ 240.00		

Item	2021 Fee	Proposed 2022 Fee	Notes
Annual fee (per km)	\$ 105.00		
Refundable deposit for damages (per km)	\$ 1,000.00		
Work on Road allowance on behalf of ratepayer			
Time	current employee rate		
Equipment	based on current Ontario Provincial Standard Specification		
Material	cost		
Administration fee	5% of total invoice cost before taxes		
Work on Private Property as a result of Municipal Order			
Time (minimum 2 hours)	current employee rate		
Equipment	based on current Ontario Provincial Standard Specification		
Material	cost		
Administration fee	5% of total invoice cost before taxes		
Work on Road Allowance on behalf of Elgin County			
Time	current employee rate		
Equipment	West Elgin's Internal equipment rate	100% - possible	Increase may be required as per Elgin County Maintenance agreement which is still being negotiated.
Material	cost		
Administration fee	5% of total invoice cost before taxes		

Recreation Fees

Item	2021 Fee	Proposed 2022 Fee	Notes
Arena			
Ice Rental			
Prime time (Weekdays after 5 p.m. & All day Saturday & Sunday)	\$ 150.44		Old rate structure
Off Prime time (Weekdays 8 a.m. to 5 p.m.)	\$ 61.95		Old rate structure
Minor Sports Associations (per hour)	\$ 130.00		Old rate structure
Prime Time Adult Rate - As of Sept 1/21	\$ 159.30		
Prime Time Youth Rate- As of Sept 1/21	\$ 135.40		
Off Prime Rate (adult & youth)- As of Sept 1/21	\$ 75.22		
Arena Warm Room Rental (per hour)	\$ 20.00		
Skate Sharpening	\$ 5.00		
Public Skating			
per person	\$ 3.00		
per family	\$ 7.00		
Summer Main Floor			
Per day (8 hours)	\$ 425.00		
Per hour	\$ 45.00		
Set up (per hour per staff member)	\$ 45.00		
Additonal Clean up (per hour per staff member)	\$ 45.00		
Booth Rental			
Per month (open 3 days per week)	\$ 300.00	As per RFP	
Advertising Space Rental (Per Season)			
Wall Signs (3 x 6')	\$ 100.00		
Ice Logos (plus expenses)	\$ 500.00		
Zamboni (per full side)	\$ 500.00		
Board Wrapping	\$ 250.00		
Above does not include the cost of the sign/Wrap			

Item	2021 Fee	Proposed 2022 Fee	Notes
<u>Recreation - General</u>			
Miller Park Pavillion (per hour)	\$ 5.00		
Miller Park Pavillion (per day)	\$ 25.00		
West Lorne Complex Meeting Room (per hour)	\$ 25.00		Room not being rented out in 2022
Staff Screening due to COVID Requirements (per hour)	\$ 45.00	\$ 25.00	Consistant with security guard costs - previous was a flat charge now per hour
Scout Hall (per hour)	\$ 25.00		
Municipally Run Program (per person/per session)	\$ 2.00		
<u>West Elgin Recreation Centre</u>			
Main Floor Rental (per hour)	\$ 30.00		
Large Meeting Room (per hour)	\$ 20.00		
Kitchen per hour	\$ 40.00		
Small Meeting Room (per hour)	\$ 15.00		
Full Building Full Day Rental (8+ hours)	\$ 425.00		
Full building (per hour)	\$ 75.00		
Staff Set Up fee (per hour per staff member)	\$ 45.00		
<u>Baseball Diamond</u>			
Baseball Diamond - with lights (per season per team)	\$ 400.00		
Baseball Diamond - without lights (per season per team)	\$ 200.00		
Baseball Tournaments (per day)	\$ 100.00		
<u>Soccer Fields</u>			
Minor Soccer (per player)	\$ 12.00		
Adult Soccer (per team)	\$ 200.00		
Soccer Tournaments (per day/ per field)(adults)	\$ 100.00		
Sand Ring (per day)	\$ 300.00		
Sand Ring with overnight camping	\$ 500.00		
<u>Swimming Pool</u>			

Item	2021 Fee	Proposed 2022 Fee	Notes
Family Season Pass	\$ 180.00		
Family Monthly Pass	\$ 110.00		
Single Season Pass	\$ 95.00		
Single Monthly Pass	\$ 60.00		
Open Swim Admission (per person)	\$ 3.00		
Open Swim Admission (per family)	\$ 7.00		
Swimming Lessons (per 2 week Session)	\$ 65.00		
Private Swimming Lessons (per 2 week Session)	\$ 100.00		
Pool Rental (per hour - include 2 Life Gaurds)	\$ 65.00		
Additional Life Gaurds (per hour)(if required)	\$ 25.00		
Aqua Fit (per class)	\$ 5.00		
Aqua Fit (for 10 visits)	\$ 45.00		
Adult and Senior Swim (per vist)	\$ 3.00		
Swim Team / Synchronized Swimming (season)	\$ 55.00	\$ 65.00	Consistant with Lesson costs

**** Notes**

Public skate/ Open swim times prices based on 1.5hour

Buidling Permit Fees Comparison

Item	Proposed 2022 Fee	2021 Fee	Township of Malahide	Township of Southwold
Residential - Group C Occupancies				
1st Floor per square foot	\$0.95/sf	\$0.65/sf	\$150 + \$0.92/sf	\$0.65/sf
2nd & 3rd floor per square foot	\$0.95/sf	\$0.65/sf	\$0.92/sf	\$0.65/sf
Basement	\$0.50/sf	\$0.20/sf	\$0.92/sf	\$0.40/sf
Crawlspace	\$0.35/sf	\$0.20/sf	N/A	\$0.40/sf
Garage/Porch/Deck/Storage/Workshop	\$0.35/sf	\$0.20/sf	\$0.44/sf (garage)	\$0.20/sf
Alt & Reno where square footage cannot be determined as above	\$12/\$1000 Const Value	\$10/\$1000 Const. Value	\$150 + \$10.45/\$1000 Const Value	\$12/\$1000 Const Value \$15.00 min
Minimum Fee for all Residential permits	\$300.00	\$200.00	\$ 150.00	\$150.00
Accessory Buildings - Detached Garages, Decks, Sheds etc				
Less than 250 sf	\$150.00	\$125.00	\$150 + \$0.43/sf	\$150.00
251 to 500 sf	\$150 + \$0.20/sf over 250 sf	\$125.00 + \$0.20/sf over 250 sf	same as above	\$150.00 + \$0.35/sf over 250 sf
501 to 1000 sf	\$260.00 + \$0.10/sf over 500 sf	\$235.00 + \$0.10/sf over 500 sf	same as above	\$300 + \$0.15/sf over 500 sf
Over 1000 sf	\$300.00 + \$0.08/sf over 1000 sf	\$275.00 + \$0.08/sf over 1000 sf	same as above	\$350 + \$0.15/sf over 1000 sf
Industrial/Commercial/Institutional				
Comm. Group D & E Occ. incl mixed use Group C minor/major alt/reno/add	\$0.95/sf - min \$400/\$950	\$0.35/sf - Min \$300/\$500	\$150 + \$0.92/sf	\$12/\$1000 Const Value
Commercial Group D & E Occupancies including mixed use Group C New Const.	\$12/\$1000 CV - min \$1000.00	\$0.35/sf - min \$1000	same as above	same as above
Institutional - Group A & B Occ.	\$12/\$1000 CV - min. \$1000	\$10/\$1000 CV - \$500 min	same as above	\$12/\$1000 Const Value
Industrial - Group F Occupancies	\$12/\$1000 CV - min \$1000	\$10/\$1000 CV - \$500 min	same as above	\$12/\$1000 Const Value
Group C Multi Unit Residential excluding single detached, semi-detached, duplex, townhouses & row houses	\$12/\$1000 CV - min. \$1000	New Category	same as above	\$12/\$1000 Const Value

Item	Proposed 2022 Fee	2021 Fee	Township of Malahide	Township of Southwold
Farm Buildings				
Livestock Buildings & Manure Pits	\$100+ \$7.25/\$1000 Const Value	\$100 + \$6.25/\$1000 Const Value	\$150 + \$0.43/sf	\$150 + \$8.00/\$1000 Const Value
Non Livestock Agricultural Bldgs				
Less than 250 sf	\$175.00	\$150.00	\$150 + \$0.43/sf	\$150.00
251 to 500 sf	\$175 + \$0.20/sf over 250	\$150 + \$0.20/ sf over 250	same as above	\$150.00 + \$0.35/sf over 250 sf
501 to 1000 sf	\$260 + \$0.10/sf over 500 sf	\$235 + \$0.10/sf over 500 sf	same as above	\$300 + \$0.15/sf over 500 sf
1001 to 1500 sf	\$300 + \$0.08/sf over 1000 sf	\$275 + \$0.08/sf over 1000 sf	same as above	\$350 + \$0.15/sf over 1000 sf
1501 to 3000 sf	\$355 + \$0.05/sf over 1500 sf	\$330 + \$0.04/sf over 1500 sf	same as above	\$350 + \$0.15/sf over 1500 sf
3001 sf or greater	\$425 + \$0.04/sf over 3000 sf	\$385 + \$0.03/sf over 3000 sf	\$150 + \$0.43/sf (10,000 sf & under) \$0.37/sf additional over 10,000 sf	\$350 + \$0.15/sf over 3000 sf
Woodstoves, Chimneys, Fireplaces and other Wood Burning Appliances	Flat fee \$150.00	Flat Fee \$125.00	\$ 186.00	Flat Fee \$150
Demolition Permit	Flat Fee \$150.00	Flat Fee \$125.00	\$ 186.00	Flat Fee \$150
In Ground Swimming Pools (includes fencing)	Flat Fee \$150.00	Flat Fee \$125.00	\$294.00	Flat Fee \$150
Fence around Above Ground Pools	Flat Fee \$150.00	Flat Fee \$75.00	\$294.00	Flat Fee \$150
Designated Structures (1.3.1.1 of Building Code)	\$500/structure	\$500.00/structure	No fee listed	\$150 - \$2000.00
Building Re-locations	\$100 + Travel Cost + Fee for appropriate Building Listed Above	\$100 + Travel Cost + Fee for appropriate Building listed above	No fee listed	\$100 + Travel + Fee for appropriate Building Listed above
Sewage System Permits				
New Class 4 or 5 sewage system	\$550.00	\$525.00	\$620	\$500
Repair to sewage system	\$350.00	\$325.00	\$492.00	\$150 (min for all permits)
Repair to sewage system (max 2 runs)	\$ 175.00	\$ 150.00	\$ 492.00	\$150 (min for all permits)
Permit Renewal Fee	\$150.00	\$125.00	No fee listed	\$150.00
General Permits				

Item	Proposed 2022 Fee	2021 Fee	Township of Malahide	Township of Southwold
Transfer of Permit Fee	\$150.00	\$ 125.00	\$200.00	\$ 150.00
Tent Permit	Min. \$150.00 or \$1.50/sf	Min. \$125.00 or \$1.50/sf	No fee listed	\$ 150.00
Re-inspection Fee (not ready for insp)	\$75.00	New Charge	\$150.00	\$75.00
Change of Use (no construction)	\$150.00	\$ 125.00	\$186.00	\$ 150.00
Septic Inspection due to severance	\$150.00	\$ 125.00	No fee listed	\$ 150.00
Indemnity/Security Deposit (refundable)	\$500 or \$1000	\$500 or \$1000	\$2000 (Res) \$2000 - \$10,000	\$500 or \$1000
Sign Permit	\$ 150.00	\$ 125.00	\$ 186.00	\$12/\$1000 Const Value
Conditional Permit	\$325.00	\$ 300.00	no fee listed	\$ 300.00
Special search requests for files regarding permits	\$30/hour	\$30/hour	no fee listed	No fee listed
Written responses to inquiries regarding septic	\$50.00	\$50.00	no fee listed	No fee listed
Plumbing Permits (stand alone)	Min. \$200.00 or \$10/\$1000 Const Value	Min. \$200 or \$10/\$1000 Const value	\$150 + \$10.45 per fixture	\$150.00 plus \$12.00 per \$1000 const value