

# The Corporation of the Township of Algonquin Highlands

## By-law No. 2023-109

A By-law to to set Comprehensive Fees and Charges for the Township of Algonquin Highlands.

**Whereas** Section 391 (1) of the Municipal Act, 2001, S.O. authorizes a municipality to impose fees or charges;

**And Whereas** Section 7 of the Building Code Act, 1992, authorizes a municipal council to pass by-laws respecting construction, demolition, change of use, permits, fees and inspections;

**And Whereas** Section 69 of the Planning Act, R.S.O. 1990, provides that the council of a municipality, by by-law, may establish a tariff of fees for the processing of applications made in respect of planning matters;

**And Whereas** Section 385 of the Municipal Act 2001, S.O. 2001, Chapter 25, as amended, provides that a municipality, instead of charging the municipality's actual costs in determining any cancellation price, may fix a scale of costs to be charged as the reasonable costs of proceedings under this Part, which scale shall be designed to meet only the anticipated costs of the municipality;

**And Whereas** it is deemed expedient to have a Comprehensive Fees and Charges By-Law for the Township's Programs and Services and repeal and replace By-law 2023-68 with this By-law;

**Now Therefore**, the Council of the Corporation of the Township of Algonquin Highlands enacts as follows:

1. That the fees and charges as set out in the Schedules attached hereto, and forming part of this By-Law, shall be imposed.

2.a) That Schedule A to this by-law be the schedule of fees and charges related to the Building Department in accordance with the Building Code Act, 1992 and the Municipal Act 2001; and

b) That Schedule B to this by-law be the schedule of fees and charges related to Administration services in accordance with the Municipal Act 2001; and

c) That Schedule C to this by-law be the schedule of fees and charges related to Fire Department services in accordance with the Municipal Act 2001; and

d) That Schedule D to this by-law be the schedule of fees and charges related to the Frost Centre Ski Trails in accordance with the Municipal Act 2001; and

e) That Schedule E to this by-law be the schedule of fees and charges related to the Haliburton Highlands Water Trails in accordance with the Municipal Act 2001; and

f) That Schedule F to this by-law be the schedule of fees and charges related to the Roads Department in accordance with the Municipal Act 2001; and

g) That Schedule G to this by-law be the schedule of fees and charges related to Planning services in accordance with the Planning Act, R.S.O. 1990; and

h) That Schedule H to this by-law be the schedule of fees and charges related to Parks and Recreation services, programs and facilities in accordance with the Municipal Act 2001; and

i) That Schedule I to this by-law be the schedule of fees and charges related to Environment, Lagoon and Landfill services, in accordance with the Municipal Act 2001; and

j) That Schedule J to this by-law be the schedule of fees and charges related to the Haliburton-Stanhope Airport in accordance with the Municipal Act 2001.

k) That Schedule K to this by-law be the schedule of fees and charges related to cemeteries;

3. If a property owner who is charged a fee under any Schedule, if applicable, of this By-law fails to pay the fee within ninety (90) days of receipt of an invoice, the Corporation may add the fee, including interest, to the tax roll for any real property in the Township of Algonquin Highlands registered in the name of the owner and collect the fee, including interest, in like manner as municipal taxes.

4. That in the event of any conflict between the provisions of this by-law, and any other by-law, the provisions of this by-law shall prevail.

5. That By-Law 2023-68 is hereby rescinded upon this by-law coming into force and effect

6. That this by-law shall take force and effect on January 1, 2024,

**Read** a First, Second and Third time and finally passed this 14 day of December, 2023.

Original Signed By

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**Mayor Liz Danielsen**

Original Signed By

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**Clerk Dawn Newhook**

### Schedule "A" - Building Permits and fees

Type	Class	Fee or Charge
Permit fee		
	Building Permit Administration Fee	\$150.00
Additional fees		
	Single Family Dwellings or Cottages, Finished basements and Porches	\$0.80 per ft <sup>2</sup>
	Commercial/Industrial/Institutional	\$0.90 per ft <sup>2</sup>
	Garages/boathouses/accessory buildings	\$0.60 per ft <sup>2</sup>
	Decks, docks and open porch	\$0.50 per ft <sup>2</sup>
Flat rate fees		
	Demolition permit	\$150.00
	HVAC system	\$150.00
	Repair/Replace foundation or roof	\$300.00
	Plumbing	\$150.00
	Re-inspection	\$50.00
	Building permit renewal	\$100.00
	Installation solid fuel appliance	\$100.00
	Temporary tent over 60m <sup>2</sup>	\$150.00
	On-site sewage system - Class 4	\$875.00
	On-site sewage system Class 5 / Replacement of Tank	\$400.00
	On-site sewage system - Class 2, 3	\$275.00
	Septic for addition / renovation / change of use and inspections	\$250.00
	On-site sewage review permit/change of design/site visit	\$250.00
	Building/zoning/on-site sewage compliance request	\$100.00
	Building without a permit	Twice standard fee

Note: all above fees subject to applicable taxes

## Schedule "B" Administration

Type	Description	Fee or Charge
<b>Services</b>	Photocopies	\$0.44 per page
	Printing - black ink	\$0.44 per page
	Printing - colour ink	\$0.44 per page
	Fax - first page	\$1.77
	Fax - each additional page	\$0.88 per page
	Commissioning Services	\$10.00 per document
	Dog Tags (licence)	\$10.00 for male, spayed female or neutered male \$20.00 for female
<b>Miscellaneous</b>	Electric Vehicle Charging Station	\$2.50 per hour
<b>Charges</b>	Lottery licensing fee (all eligible licensing schemes)	3% of value of prize
	Past due/outstanding accounts - fees added on the first day of each month account is past due	1.25% per month
	Returned cheque (i.e. NSF, account closed)	\$50.00
	Tax Certificate	\$75.00 per property
	Transfer tax balance credit and /or tax overpayment refunds	\$25.00
	Tax history report, or more than one year (computer records)	\$15.00 per year
	Annual tax payment receipt summary (computer records)	\$15.00 per year
	Tax Bill Re-print	\$10.00 per property
	Property Tax History Research of Physical Records in prior year roll books stored in vault	\$30.00 per hour minimum one (1) hour charge
	Freedom of Information Requests – charges in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)	Charges per MFIPPA
<b>Tax Sale Registration Fees</b>	Tax Sale Administration Fee – file sent for processing	\$250.00
	Registration of Tax Arrears Certificate	\$250.00
	First Notice of Tax Arrears Certificate	\$ 50.00
	Final Notice of Tax Registration	\$ 50.00
	Cancellation of Certificate	\$100.00
	Tax Sale Tender Package	\$ 25.00
	Preparation of Extension Agreement and By- law	\$200.00
	Tax Sale Proceedings	\$250.00

Note: all above fees subject to applicable taxes

## Schedule "C" Fire Department services

Service	Fee or Charge
Fire incident report / file search	\$100.00
Daytime burning permit	\$50.00
Fireworks permit - consumer fireworks	\$50.00
Fireworks permit - display fireworks	\$200.00
Response to unauthorized outdoor burning	Ministry of Transportation rates as applicable at time of call
Response to unauthorized outdoor burning During fire ban.	\$1000.00
Installation of Smoke/CO Alarm.	\$100.00 per alarm.
Response to motor vehicle accidents, including motorized snow vehicles and all- terrain vehicles, on any road or trail	Ministry of Transportation rates as applicable at time of call
False alarm response - for each alarm after the second alarm in a twelve (12) month period	Ministry of Transportation rates as applicable at time of call
Fire investigations requiring third party assistance	Contractor fees involved with investigation
Propane risk and safety management plan - phase two - review	\$600.00 flat fee plus \$60.00 per hour if review requires more than fourteen (14) hours staff time
Requested Fire Inspection – fee per hour (Not including inspections resulting from building permit applications, requesting for fire safety compliance).	\$60 Per hour and Per Person. \$60 Minimum charge.
Inspections required by A.G.C.O. and/or Facility Usage Permit. Fee per inspection (to include occupant load) e.g. Inspection of public hall facilities that are requested by owner, etc.	\$60 Per hour and Per Person. \$60 Minimum charge.
Tent applications and safety plans, not requiring a Building Permit	\$60 Per hour and Per Person \$60 Minimum charge.
Review and Approval Fire Safety Plan	\$60 Per hour and Per Person \$60 Minimum charge.
Apparatus Stand-by e.g. Use of Fire Department apparatus and staff for stand-by fire protection during shows, exhibitions, demonstrations, etc.	Ministry of Transportation rates as applicable at time of call.  Plus any additional costs to the Fire Department of the Township.

<b>Service</b>	<b>Fee or Charge</b>
Response to motor vehicle accident and fires on Provincial Highways.	Ministry of Transportation rates as applicable at time of call.  Plus any additional costs to the Fire Department of the Township.
Response to motor vehicle accidents and fires, including motorized snow vehicles and all-terrain vehicles, on any road or trail.	Ministry of Transportation rates as applicable at time of call.  Plus any additional costs to the Fire Department of the Township
Emergency Responses on Waterways.	Ministry of Transportation rates as applicable at time of call.  Plus any additional costs to the Fire Department of the Township.
Emergency Responses on Trails.	Ministry of Transportation rates as applicable at time of call.  Plus any additional costs to the Fire Department of the Township.
Hazmat Responses.	Ministry of Transportation rates as applicable at time of call.  Plus any additional costs to the Fire Department of the Township.
Extraordinary Fire Investigation Costs.	Cost Recovery.
Extraordinary Fire Suppression Costs.	Cost Recovery.
Specialized Equipment or Services.	Cost Recovery.
Fire investigations requiring third party assistance.	Contractor fees involved with investigation.
Fire Watch – post incident watch of fires for security and rekindle prior to relinquishing/transferring control of the scene.	Ministry of Transportation rates as applicable at time of call.  Plus any additional costs to the Fire Department of the Township.
Damage to Fire Department Vehicles, from accessing properties while responding to emergencies on roadways not properly maintained.	Cost Recovery.
Fees recovery for the replacement/repair and/or cleaning of front line and personal protective equipment.	Cost Recovery.
Fire Department Equipment Replacement.	Cost Recovery.
Fire Department Consumable Supplies and Material.	Cost Recovery.

Note: all above fees subject to applicable taxes

## Schedule "D" Frost Centre Ski Trails

Service	Description	Fee
Ski Trail permits		
	Adult (18+ years of age) - Daily	\$13.67
	Adult - after 2pm	\$9.67
	Adult - two day pass (consecutive days)	\$24.61
	Adult - three day pass (consecutive days)	\$34.86
	Youth (6-17 year so age) - Daily	\$8.71
	Youth - after 2pm	\$5.80
	Youth - two day pass (consecutive days)	\$15.69
	Youth - three day pass (consecutive days)	\$22.22
	Senior (60+ years of age) - Daily	\$11.13
	Senior - after 2pm	\$7.74
	Senior - two day pass (consecutive days)	\$20.02
	Senior - three day pass (consecutive days)	\$28.37
	Group (15+ persons)	20% off daily rate
	Families	15% off daily rate
	Persons with disability	50% discount
Ski trail season pass	Adult 18-59	\$79.21
	Youth up to 17	\$50.45
	Senior 60+	\$64.41
	Family	\$153.92
	Early bird discount (purchase before December 15)	15%
Referral rate	Show a referral rate accommodator coupon OR a season pass from another cross county ski club (not applicable to season passes)	20% off daily rate
Rentals (daily)	Skis	\$18.01
	Poles	\$5.57
Rentals (daily)	Boots	\$9.19
	Adult package (skis/poles boots)	\$36.03
Rentals (daily)	Youth rental package (skis/poles/boots)	\$28.82
	Adult Snowshoes	\$27.79
	Youth Snowshoes	\$22.23
	Ski and snowshoe rental on same day	25% discount
	Damage deposit for ski and snowshoe rental packages	\$200.00
	Damage deposit for boots or poles only rentals	\$50.00
Seasons pass holder discounts	Applies to rentals and day passes of guests of seasons pass holders	%15 off
Rental cancellation	Skis/Snowshoes	\$10
Rental Replacement/Repair	Binding	\$35.00
	Ski	\$200.00
	Pole (set)	\$50.00
	Ski boots	\$150.00
	Snowshoes	\$170.00

**Ski trail brochure advertising** - Advertising space is based on the current market value to print brochures, divided by the number of advertising spaces available.

Note: all above fees are subject to applicable taxes

## Schedule "E" Haliburton Highlands Water Trails - Camping and canoe rentals

Service	Detail	Fee	
Administration fees	Campsite reservation (non-refundable)	\$10.00	
	Change existing reservation (non-refundable)	\$10.00	
	Cancel reservation - more than 7 days prior	60% refunded	
	Cancel reservation - less than 7 days prior	40% refunded	
COVID-19 lockdown required cancellation refund	In the event of a COVID-19 provincially mandated lockdown and related cancellation, a full refund will be processed minus the \$10 non-refundable reservation surcharge.		
Camping (per night)	Adult (18+ years of age)	\$13.61 per person	
	Youth (6-17 years of age)	\$6.29 per person	
	Child (0-5 years)	no charge	
	Senior (60+ years)	\$11.07 per person	
	Person with disability	50% discount	
	Group site (11-16 people)	\$172.22	
Rentals	16 foot canoe	\$42.35 per day	
	17 foot canoe	\$44.58 per day	
	16.5 foot canoe	\$49.05 per day	
	Canoe cancellation	\$20.00	
	Car kit	\$16.72	
	Additional personal flotation devices/paddles/boat/safety kit	\$5.30 each per day	
	Damage Deposit-per canoe rental	\$200.00	
	Damage deposit – flotation devices/paddles/boat safety kit/car kit	\$50.00	
	Rental Replacement/Repair	In house gel coat repair	\$50.00
		Paddle	\$55.00
		PFD	\$80.00
		Boat Safety Kit	\$30.00
		Car kit – foam block	\$10.00
	Car kit – cam strap	\$25.00	
	Car kit – V Strap	\$25.00	
	Car kit – quick loop	\$11.00	
	Entire car kit	\$159.00	
	Canoe requires factory repair	\$200.00	
	Canoe seat	\$120.00	
	Canoe yolk	\$120.00	
	Canoe thwart	\$35.00	

### Promotional merchandise, applicable to schedule's D, E, H

Promotional merchandise being sold at any Parks, Recreation and Trails department locations (Tower, Trails Office, Dorset Recreation Centre and related events): The sale cost is the wholesale cost with a markup of between 50% – 150%, based on discretion of department coordinator, and is dependent upon market value of similar items at nearby retail locations.

Note: all above fees subject to applicable taxes



### Schedule "F" - Roads Department

Service	Fee
Entrance fee (Driveway)	\$250 non-refundable administration fee + \$300 deposit returned upon final inspection.
Road Occupancy permit	\$1000 minimum deposit held as performance security bond and retained for one year, \$250 of which is a non-refundable administration fee. Any unused portion of deposit unused after one year will be returned.

Note: all above fees subject to applicable taxes

Schedule "G"  
Planning Department

**Preconsultation:**

Preconsultation prior to application submission: <sup>1</sup>	\$450.00
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**Zoning Bylaw Amendments:**

Major Zoning Bylaw Amendment Application <sup>2</sup> :	\$3450.00
Minor Zoning Bylaw Amendment Application <sup>3</sup> :	\$1200.00
Temporary Use Bylaw Application:	\$1200.00
Request to Lift Holding (H) Provision:	\$750.00

**Official Plan Amendments:**

Major Local Official Plan Amendment <sup>4</sup> :	\$5000.00
Minor Local Official Plan Amendment <sup>5</sup> :	\$2000.00
Local Official Plan Amendment and Zoning Bylaw Amendment processed together:	Official Plan Amendment Fee plus 50% of Zoning Bylaw Amendment Fee.

**Site Plan Control Applications:**

Major Commercial (over 600 sq. m.):	\$2000.00 plus \$1.50 per sq. m.
Minor Commercial (under 600 sq. m.):	\$1500.00 plus \$1.50 per sq. m.
Industrial/Institutional:	\$2000.00 plus \$1.50 per sq. m.
Major Multi-Residential (6 or more units)	\$2000 plus \$50 per unit
Minor Multi-Residential (5 or fewer units)	\$1500 plus \$50 per unit
Standard Residential (1-2 units)	\$1200.00
Major Amendment:	50% of current application fee
Minor Amendment:	\$500.00
Minor Amendment to Site Plan (no amendment to agreement):	\$500.00
Request to Waive Site Plan Control:	\$200.00
Staff Review and Comments for Revised Plans (after first set of revisions):	\$500.00
Recirculation of Revised Plans to External Agencies for Comment:	\$300.00

**Minor Variance Applications:**

Standard Minor Variance Application:	\$900.00
Complex Minor Variance Application <sup>6</sup> :	\$1200.00

**Plans of Subdivision / Condominium / Consent:**

Municipal Review of Plan of Subdivision / Condominium Application:	\$2000.00
Pre-consultation Comments for a Consent Application:	\$650.00
Deeming Bylaw:	\$500.00
Deeming Bylaw to Accompany Road Allowance Closure and Purchase:	\$200.00

**Agreements:**

Subdivision Agreement:	\$750.00
Severance Agreement:	\$750.00
Encroachment Agreement / License of Occupation:	\$750.00
Responsibility Agreement:	\$750.00
Legal Agreement (any type; administered by staff)	\$750.00
Renewal of Encroachment Agreement or Licence of Occupation:	\$500.00
Amend Agreement:	\$500.00
Request to Remove Agreement from Title:	\$250.00

**Miscellaneous Fees:**

Telecommunications Tower Review:	\$1000.00
Telecommunications Tower Private Circulation:	\$200.00
Amendment to Application Requiring Re-circulation:	\$300.00
Amendment to Application Not Requiring Re-circulation:	\$100.00
Additional Staff Site Inspection:	\$100.00
Additional Public Meeting or Open House:	\$300.00
Staff review and reactivation of an application that has been deferred at the request of the applicant:	50% of the application fee if more than six (6) months have passed since applicant requested deferral.
Requests to Council that require the preparation of a staff report that are otherwise not outlined above <sup>7</sup> :	\$100.00

**Shoreline Road Allowance Closure**

Shoreline Road Allowance - Application Fee	\$750.00
Shoreline Road Allowance – Deposit	\$2250.00
Shoreline Road Allowance - Cost for Land	\$0.70 per sq ft

**Road Allowance Closure**

Road Allowance - Application Fee	\$750.00
Road Allowance – Deposit	\$3550.00

**Planning Document Requests:**

Official Plan (Text Only)	\$35.00
Zoning By-law (Text Only)	\$35.00

**Deposits:**

Peer Review Deposit <sup>8</sup> :	\$5000.00
Professional Services Deposit <sup>8</sup> :	\$2500.00
Legal Fees Deposit <sup>8</sup> :	\$750.00
Ontario Land Tribunal Deposit <sup>9</sup> :	\$5000.00

**Refund Policy:**

If an application is withdrawn prior to its circulation, the applicant is be entitled to 50% of the application fee. If an application is withdrawn after it has been circulated but prior to a public meeting being held, the applicant is be entitled to 25% of the application fee. If Council or staff has made a decision on a file, a refund will not be considered.

Preconsultation fees or fees incurred for additional reviews, site visits or recirculation of applications shall not be refundable.

**Refund Policy (Road and Shore Road Allowance Applications):**

Should the application be withdrawn or denied by Council the applicant will be refunded the balance of the deposit and a portion of the administrative fee in accordance with the following:

- A. 75% where administrative functions only have been performed;
- B. 50% where the application has appeared before 1 Council meeting;  
and,
- C. 0% where the application has appeared before 2 Council meetings.

**Notes:**

**<sup>1</sup>Preconsultation:**

All applications for zoning By-law amendment, official plan amendment, site plan control, plan of subdivision or plan of condominium require the submission of a preconsultation review to the Township in advance of application submission. Preconsultation is not required, but is strongly encouraged, for minor variance applications.

**<sup>2</sup>Major Zoning By-law Amendment:**

A "Major" Zoning By-law amendment is a Zoning By-law amendment that (one or more may apply):

- i) Requires a major amendment to the Township's Official Plan and/or an amendment to the County of Haliburton's Official Plan;
- ii) Requires extensive studies and/or consultation and collaboration with external agencies;
- iii) Constitutes a change of use to permit new Commercial, Industrial, Extractive or Institutional uses;
- iv) Constitutes a substantial increase in density (ie, accompanying an application for Plan of Condominium or Subdivision, conversion to medium or high density residential use from low density residential use.).
- v) Constitutes a substantial increase in the development envelope or density for existing Commercial, Industrial, Extractive or Institutional uses.

<sup>3</sup>Minor Zoning By-law Amendment:

A "Minor" Zoning By-law amendment is a Zoning By-law amendment that:

- i) Applies to a single parcel or land for low density residential use, including the construction of an additional dwelling unit;
- ii) Permits additional ancillary or accessory uses or structures that are compatible with the existing Zone designation and Official Plan policies;
- iii) Permits minor increases in floor area, height, parking areas, etc., for existing Commercial, Industrial or Institutional uses;
- iv) Clarifies existing zone boundaries through a professional evaluation (ie, a qualified professional providing revised environmental protection boundaries, hazard land boundaries, etc.).

<sup>4</sup>Major Official Plan Amendment:

A "Major" Official Plan amendment is an Official Plan amendment that (one or more may apply):

- i) Proposes a re-designation or change in land use for property(ies);
- ii) Requires many changes to the policies and schedules of the Official Plan;
- iii) Is more significant in scale and scope than a minor Official Plan amendment, and which may have greater impact or policy implications beyond the subject lands. Applications relating to more than one property would normally be in this category;
- iv) A site-specific application representing a large scale development/redevelopment or a change in use. An application involving significant changes to the text or policies of the Official Plan would also fall in this category; and,
- v) An application that also requires an amendment to the County of Haliburton Official Plan.

<sup>5</sup>Minor Official Plan Amendment:

A "Minor" Official Plan amendment is an Official Plan amendment that:

- i) Proposes a small-scale exception to a specific Official Plan standard (e.g., minor changes to the number of permitted units; or to add a site-specific use limited in scale);
- ii) Proposes a minor change to a specific policy that is limited in scope and typically to one property;
- iii) Maintains the intent and purpose of the Official Plan; and,
- iv) Shall have limited impact or policy implications beyond the subject lands.

<sup>6</sup>Complex Minor Variance Application:

A “Complex” Minor Variance application is an application for minor variance that includes one or more of the following elements:

- i) A minor variance application for a property subject to a site plan or other development agreement with the Township;
- ii) Requires studies or reports to support the application;
- iii) Requires consultation and collaboration with external agencies beyond the minimum requirements of the *Planning Act*.

<sup>7</sup>Requests to Council requiring a staff report:

Occasionally, land owners may request that the Township assist with planning processes or real property matters, such as permission to cross a one foot reserve, or that the Township take widening to a road to facilitate a lot merger. Where these requests require a planning staff report to provide context or advice alongside the proposal, a nominal fee may be charged to cover costs.

This fee does not apply to matters whereby Council has directed staff to bring a report for their consideration.

<sup>8</sup>Deposits:

The Township may require the payment of deposits upon submission of any application.

Deposits may be applied to cover peer review fees, professional fees should the Township require the expertise or advice of a third party consultant (engineer, planner, surveyor, etc.), as well as any legal costs incurred. Deposits may also be applied to any registration fees, disbursements, reproduction costs, postage, advertising, telephone charges, facsimile charges, and any other reasonable costs which may be incurred by the Township.

Should fees exceed the initial deposit received, the Township shall request further deposits or payments of invoices. Additional funds may be requested from time to time, to fully cover the municipal expenses. Work will not be completed by the Township, its solicitor or consultants until such deposit has been paid by the applicant.

The Township will keep an accurate record of all costs incurred with respect to planning applications. Upon completion of the processing of an application, the Township will reconcile the account for the applications where a deposit has been paid. A refund of

the deposit will be made with the exception of those costs incurred by the Township, as determined by the Planner. If the cost to process an application exceeds the deposit, the applicant will be responsible for the additional costs and will pay such costs upon invoice by the Township.

<sup>9</sup>Ontario Land Tribunal Appeal Deposit:

If Council supports an application and its decision on the application is appealed to the Ontario Land Tribunal (OLT) by someone other than the applicant, the applicant will be responsible for all Township costs to defend the decision. These costs may include all planning fees, legal fees, engineering fees, fees of other professionals, disbursements, reproduction costs, telephone charges, facsimile charges, peer review fees and any other reasonable costs which may be incurred by the Township.

The applicant will submit a deposit to the Township, upon submission of the file to the Ontario Land Tribunal (OLT), and will enter into an agreement with the Township to fully cover Township expenses with regard to the appeal.

Additional funds may be requested to fully cover the Township expenses. Work will not be completed by the Township, its solicitor or consultants until such deposit has been paid by the applicant.

**Schedule "H" Parks and Recreation services, programs and facilities**

<b>Facility Rentals</b>					
		<b>Dorset Recreation Centre main hall - capacity 193 people</b>	<b>Dorset ecreation Centre Meeting Rooms - capacity 56-78 people</b>	<b>Oxtongue Lake Community Centre - capacity 50 people</b>	<b>tanhope Community Centre - capacity 155 people</b>
Hall rental - hourly	small/private/non-profit groups	\$28.98	\$23.20	\$23.20	\$23.20
Hall rental - hourly	commercial/event with alcohol/>50 people	\$34.76	\$28.98	\$28.98	\$28.98
Hall rental - daily maximum	small/private/non-profit groups	\$115.92	\$46.36	\$46.36	\$86.94
Hall rental - daily maximum	commercial/event with alcohol/>50 people	\$260.82	\$69.55	\$69.55	\$102.86
Kitchen rental	flat rate with hall rental (small/private/non-profit groups)	\$28.00	included with hall rental	included with hall rental	\$28.00
Kitchen rental	flat rate with hall rental (commercial/event with alcohol/>50 people)	\$28.00	included with hall rental	included with hall rental	\$28.00
Kitchen rental	kitchen only hourly (small/private/non-profit groups)	\$28.00			\$28.00
Kitchen rental	kitchen only - hourly (commercial/event with alcohol/>50 people)	\$28.00			\$28.00
Kitchen rental	kitchen only - daily (small/private/non-profit groups)	\$46.36			\$46.36



<b>Facility Rentals</b>					
		<b>Dorset Recreation Centre main hall - capacity 193 people</b>	<b>Dorset Recreation Centre Meeting Rooms - capacity 56-78 people</b>	<b>Oxtongue Lake Community Centre - capacity 50 people</b>	<b>Stanhope Community Centre - capacity 155 people</b>
Kitchen rental	kitchen only - daily (commercial/ event with alcohol/>50 people)	\$69.56			\$69.56
Volume rates - flat fee (small/private/not-for-profit groups only)	20-50 uses/year	\$1159.16 /year		\$1159.16 /year	\$1159.16 /year
Volume rates - flat fee (small/private/not-for-profit groups only)	51-100 uses/year	\$1390.99 /year		\$1390.99 /year	\$1390.99 /year
Volume rates - flat fee (small/private/not-for-profit groups only)	101-150 uses/year	\$1738.75 /year		\$1738.75 /year	\$1738.75 /year
Other items	Additional maintenance staff - per hour	\$37.09	\$37.09	\$37.09	\$37.09
Other items	Table rental - per table/per day	\$5.46	\$5.46	\$5.46	\$5.46
Other items	Chair rental - per chair/per day	\$2.73	\$2.73	\$2.73	\$2.73
Other items	Promotional discount for promo code rates	25% off	25% off	25% off	25% off

Note: Socan fees are included in all rental rates

<b>Facility User Insurance Rates - \$5,000,000 limits of liability - Non sporting events or occasions</b>						
<b>Type of Event</b>	<b>Number of people attending (per day)</b>	<b>Hourly rate</b>	<b>1 day event</b>	<b>2 day event</b>	<b>3 day event</b>	<b>4 day event</b>
No Alcohol	0 to 50	\$1	\$10	\$15	\$20	refer
No Alcohol	51 to 100	\$2	\$15	\$20	\$25	refer
No Alcohol	101 to 150	\$4	\$20	\$25	\$30	refer
No Alcohol	151 to 200	\$8	\$25	\$30	\$35	refer
No Alcohol	201 to 250	\$10	\$30	\$35	\$40	refer
No Alcohol	251 to 350	\$12	\$35	\$40	\$45	refer
No Alcohol	351 to 500	\$15	\$40	\$45	\$50	refer
No Alcohol	more than 500	refer	refer	refer	refer	refer
with Alcohol	0 to 50	\$10	\$50	\$90	\$130	refer
with Alcohol	51 to 100	\$12	\$60	\$110	\$160	refer
with Alcohol	101 to 150	\$14	\$70	\$130	\$190	refer
with Alcohol	151 to 200	\$16	\$80	\$150	\$220	refer
with Alcohol	201 to 250	\$18	\$90	\$170	\$250	refer
with Alcohol	251 to 350	\$20	\$100	\$190	\$280	refer
with Alcohol	351 to 500	\$22	refer	refer	refer	refer
with Alcohol	more than 500	refer	refer	refer	refer	refer

Note: If hourly rate exceed 1 day rate, charge 1 day rate

<b>Meetings, seminars, speakers, workshops/classroom instruction (no alcohol)</b>	
<b>Number of people attending</b>	<b>Per Rental fee</b>
1 to 100	\$1.50
101 to 250	\$2.50
251 to 500	\$5.25
501 +	Refer

## Sporting Events and Activities

Exclusions: Alpine skiing, bike racing, boxing, climbing walls, contact sports (including hockey, lacrosse, martial arts), cycling, fireworks, gymnastics, horse related, kabaddi, kayaking, kickboxing, motor vehicle activities, rugby, skateboarding, snowboarding, tackle football, wrestling, training camps, athletic schools, festivals, fairs, deep frying at concessions/kiosks/vendors, professional performers or members of the Actors Guild, (warranty) swimming with pool slide over 7ft in height must have minimum 3 lifeguards on site and organized sports teams/leagues/tournaments.

Number of participants	Low Risk Hourly	Low Risk Per Day	Low Risk Per Season	Medium Risk Hourly	Medium Risk Per Day	Medium Risk Per Season
up to 25	\$0.75	\$10	\$32	\$1.50	\$25	\$80
26 to 50	\$1.50	\$15	\$45	\$3.00	\$30	\$90
51 to 100	\$2.00	\$20	\$55	\$5.00	\$35	\$100
101 and greater	\$2.50	\$25	refer	\$8.00	\$40	refer

Events over 1 day: Any single sporting event being held for more than one consecutive day will be referred to insurance company for rates. All above fees subject to applicable taxes.

### DEFINITIONS OF LOW AND MEDIUM RISK ACTIVITIES:

**Low Risk:** Badminton, baton twirling, bowling, curling, dance lessons, horseshoes, lawn bowling, public skating, shuffle board, table tennis, tai chi, tennis

**Medium Risk:** Ball/roller/floor hockey, baseball, basketball, broomball, cheerleading, cricket, dodge ball, dry land training, field hockey, figure skating, fitness classes, frisbee, handball, non-contact sports (pick up hockey, pick up lacrosse, touch/flag football), pickle ball, racquet ball, ringette, slo-pitch, soccer, softball, squash, swimming with lifeguard, synchronized swim, t-ball, track & field, volleyball, yoga. For any activities not indicated above, please refer to broker.

Dorset Recreation Centre (DRC) membership/access fees	
Type	Fee
Adult Annual pass	\$126.36
Adult 3 month pass	\$78.70
Adult Monthly pass	\$30.16
Adult 10 visit pass	\$30.16
Adult daily pass	\$5.02
Family annual pass (parents and their children under 18 years of age)	\$273.16
Senior (over 55) or Youth (under 18) annual pass	\$75.42
Senior (over 55) or Youth (under 18) 3 month	\$52.46
Senior (over 55) or Youth (under 18) monthly	\$20.11
Senior (over 55) or Youth (under 18) 10 visit pass	\$20.11
Senior (over 55) or Youth (under 18) daily pass	\$2.51

Note: All above fees subject to applicable taxes.

<b>Dorset Recreation Centre Indoor/Outdoor show fees</b>			
	<b>Indoor show</b>	<b>Outdoor show</b>	<b>Community Garage Sale</b>
<b>Space Sizes</b>	single - 7.5' x 7.5' double - 7.5' x 15'	single - 10' x 10' double - 10' x 20'	by the table
<b>Single space fee</b>	\$37.35	\$42.68	Not applicable
<b>Double space fee</b>	\$61.60	\$70.41	Not applicable
<b>Fee per table</b>	Not applicable	N/A	\$5.46

Note: All above fees subject to applicable taxes.

### **Dorset Kids Fishing Derby**

\$3.00 per Child

### **Dorset Snowball Winter Carnival**

All ages button \$5.00 (children 2 years and under of age do not require a button) – taxes included)

<b>Recreation programming and development fees</b>		
<b>Program Category</b>	<b>Type of program or fee</b>	<b>Fee</b>
<b>Regular</b>	Drop-in	<b>By Donation</b>
	Enhanced Partnership	<b>Rental fee equal to 20% of program host revenue to a minimum of \$1.77 per participant/attendee.</b>
<b>Special Interest</b>	Recovery Target	<b>80% of program expenses</b>
	Cost Recovery	<b>100% of program expenses</b>
<b>All facility rentals and programs</b>	<b>Refund policy</b>	<b>60% refund if greater than 7 days in advance 40% refund if less than or equal to 7 days in advance</b>

Note: All above fees subject to applicable taxes.

## Facility Rental Terms and Conditions

- Full payment due upon booking.
- Signed Rental Agreement.
- A review of available insurance options must be complete by referencing the Township Facility User Insurance Rates within the Township Fees by-law. \*If the renter has their own insurance, or is not eligible for insurance under the '*Township Facility User Insurance Rates*', they must provide proof of insurance which names the Township of Algonquin Highlands as an additional insured. This insurance must provide a \$5 million dollar limit of liability.

## Stanhope Youth Soccer League Registration fees

Regular Registration fee (paid after April 15th) - \$47.15

- 25% discount for immediate children of volunteer coaches.

<b>Swim Programs</b>		
	<b>per lesson (30 min.)</b>	<b>per session (2 weeks/10 lessons)</b>
<b>per child</b>	\$9.40	\$75.17
<b>Additional siblings (per child)</b>	10% discount	<b>10% discount</b>
<b>Private lesson (1 child)</b>	\$28.19	\$225.51
<b>Aquafit (per person)</b>	\$9.40	\$75.17

Note: above fees subject to applicable taxes (youth age 14 and under are non-taxable)

<b>Dorset Scenic Tower</b>		
	<b>Victoria Day through First Friday after Labour day</b>	<b>First Saturday after Labour day through Thanksgiving Day</b>
<b>Walk-up</b>	\$2.13 per person	\$5.33 per person
<b>Car</b>	\$10.64	\$15.95
<b>Motorcycle</b>	\$5.33	\$7.98
<b>Coach or van - up to 9 passengers</b>	\$19.19	\$47.93
<b>Large camper/RV/Mini-bus/van and/or 10 to 15 passengers</b>	\$31.98	\$79.88
<b>Mini-bus and/or 16 to 29 passengers</b>	\$61.83	\$154.43
<b>Coach bus and/or 30 passengers or more</b>	\$117.27	\$292.88
<b>Season Pass (limited to registration of two vehicles per household. NOT for shared use between households. NOT available for commercial use.</b>	\$26.59	\$26.59
<b>10 pass package (vehicle)</b>	\$26.59	\$26.59

**Note: A 25% discount will be applied to all Tower property entrance fees during the COVID-19 pandemic related operations which restrict access to the tower structure.**

Note: all above fees subject to applicable tax

## Schedule "I" Environment: Lagoon and Landfill

### McClintock Lagoon Fees

Service	Fee
Disposal of hauled sewage from May 15 (or when half-load restrictions are lifted, whichever is earlier) to November 15 - per load	\$115 per 1,000 imperial gallons multiplied by 85% of the vehicle's full tank capacity
Disposal of hauled sewage from November 16 to May 14 (or when half-load restrictions are lifted, whichever is earlier) - per load	\$140 per 1,000 imperial gallons multiplied by the volume discharged
Card lock access card - additional or replacement	\$50.00 each

### Solid Waste Tipping fees

Material	Fee
Household garbage up to and including 1 cubic yard	No charge
Household garbage more than 1 cubic yard	\$45.00 per cubic yard or \$90.00 per tonne (scaled)
Household garbage with greater than 10% recycled material	\$10.00 per bag or \$90.00 per cubic yard or \$180 per tonne
Recyclable material (per recycling guide)	No charge
Recycling mixed with garbage (>5% garbage)	\$10.00 per bag or \$90.00 per cubic yard or \$180 per tonne
Scrap metal (unless otherwise specified)	No charge
Tires - on or off rim	No charge
Tires with contamination (soil, wood, cement, etc.)	\$30.00 per tire
CFC (Freon) Appliance – Tagged (CFCs removed)	No charge
CFC (Freon) Appliance – Untagged	\$40.00 per unit
Appliances except CFC	No charge
Mattress, box spring, futon (any size)	\$30.00 per piece
Upholstered furniture (couch, loveseat, chair)	\$30.00 per piece or \$220 per tonne (scaled)
Furniture (non-upholstered, wood, plastic)	\$20.00 per piece or \$220 per tonne (scaled)
Bulky Waste	\$80.00 per cubic yard or \$220.00 per tonne (scaled) minimum \$15.00

**Solid Waste Tipping fees continued**

<b>Material</b>	<b>Fee</b>
Construction/Demolition waste - sorted	\$80.00 per cubic yard or \$220.00 per tonne (scaled) minimum \$15.00
Construction/Demolition waste requiring special handling	\$200.00 per cubic yard or \$440.00 per tonne (scaled) minimum \$100.00
Clean Shingles (no wood, metal, waste, packaging, etc.)	\$60.00 per cubic yard or \$60.00 per tonne (scaled) minimum \$15.00
Concrete	\$60.00 per cubic yard or \$40.00 per tonne (scaled)
Contaminated soil - with approval	\$100.00 per cubic yard or \$80.00 per tonne (scaled) minimum charge \$100.00
Cover soil – with approval	\$50 per cubic yard or \$40 per tonne (scaled)
Brush under 4" in diameter (brush 4" in diameter or larger is not accepted)	\$50.00 per cubic yard or \$110.00 per tonne (scaled) minimum \$15.00
Leaves, mulch, wood chips, and natural yard waste	\$50.00 per cubic yard or \$5.00 per leaf bag or \$110.00 per tonne (scaled) minimum \$15.00
Propane tank or cylinder 100lb or less	No charge
Propane tank greater than 100lb	Not accepted
Household batteries (single-use, rechargeable)	No charge
Battery - automotive/marine	Not accepted
Fluorescent light tubes and bulbs (CFL), UV bulbs	No charge
Empty automotive fluid container	No charge
Paint, hazardous materials	Not accepted
E-waste	No charge
Boat (incl. pedal boats) – motor, gas tank, fluids, and metal removed	\$10 per foot or \$220.00 per tonne (scaled)
Boat with motor - gas tank, fluids, and metal removed	\$10 per foot or \$220.00 per tonne (scaled) plus \$100
Boat with gas tank not removed	Not accepted
Canoe, kayak, paddleboard	\$40.00 each or \$220 per tonne (scaled)



**Solid Waste Tipping fees continued**

<b>Material</b>	<b>Fee</b>
Vehicle weight record	\$30.00 each
Failure to pay/Failure to scale out	\$100.00 plus applicable tipping fee
Minimum charge for all cubic yard or scaled materials, not including contaminated soil.	\$15.00

Note: Scaled weights are only available at the Maple Lake Waste Disposal Site. Should scaled weights not be available, volumetric or unit pricing apply.

### Schedule "J" Haliburton-Stanhope Airport

Service	Type	Fee
<b>Hanger Lease Fees</b>	Group B and C	<b>\$2,545.00 per year</b>
	Group D	<b>\$11,071.00 per year</b>
	Hanger D	<b>\$55.00 per day</b>
	Hanger D with heating	<b>\$85.00 per day</b>
	Group E, F, G and H	<b>\$3,809.00 per year</b>
	Group B, C, E, F G and H	<b>\$44.00 per day</b>
<b>Aircraft Parking</b>	Per day (after 4 hours)	<b>\$14.00</b>
	Week (6 nights)	<b>\$83.00</b>
	Month	<b>\$104.00</b>
	Year	<b>\$483.00</b>
<b>Parking fees waived for one night with fuel purchase over 100 litres</b>		
<b>Other services</b>	Call out - first hour	<b>\$180.00</b>
	Call out - additional hours	<b>\$77.00 per hour</b>
	<b>Airport runway access - maintenance fee</b>	<b>\$620.00 per year</b>

Note: all above fees subject to applicable taxes.

### Schedule "K" Cemeteries

Service	Type	Fee
<b>Interment rights (plot sales)</b>	Single plot	<b>\$950</b>
	Care and maintenance	<b>(\$570.00 for plot and \$380 Care &amp; maintenance)</b> <b>\$380.00 (min. \$290 or 40%, whichever is greater)</b>
<b>Interment rights (Columbarium Niche sales)</b>	All Levels	<b>\$1100</b>
	Care and Maintenance	<b>(\$935.00 for niche and \$165.00 Care &amp; Maintenance)</b> <b>\$165.00 (min \$165.00 or 15% whichever is greater)</b>
<b>Interments</b>	Full (Monday to Thursday)	<b>\$867.00</b>
	Full (Friday or Saturday)	<b>\$969.00</b>
	Cremated remains Monday to Thursday (in ground or niche)	<b>\$229.50</b>
	Cremated remains Friday or Saturday (in ground or niche)	<b>\$306.00</b>
	Mini excavator surcharge	<b>\$900.00</b>
	Additional interment rights	<b>\$50.00</b>
<b>Administrative fees</b>	Transfer interment rights	<b>\$75.00</b>
	<b>Marker installation</b>	Corner marker - installation only
	Foundation installation	<b>\$450.00</b>
	Stake-out	<b>\$78.54</b>
	Columbarium Niche Lettering (Initial Engraving)	<b>\$400.00</b>
	Administration Fee	<b>\$100.00</b>
	Columbarium Niche – Year of Passing/Additional Engraving	<b>\$300.00</b>
<b>Disinterment</b>	Full	<b>\$1020.00</b>
	Cremated remains	<b>\$459.00</b>
	Mini excavator surcharge	<b>\$900.00</b>
<b>Markers and Monuments (fees established by legislation)</b>	Flat marker 173 in <sup>2</sup> and under	<b>\$0.00</b>
	Flat marker 173 in <sup>2</sup> or more	<b>\$100.00</b>
	<b>Upright marker 1.22 metres (4 feet) and under and 1.22m (4ft) or less in length, including the base</b>	<b>\$200.00</b>

Note: all above fees subject to applicable taxes.