

THE CORPORATION OF THE CITY OF ELLIOT LAKE

BY-LAW NO. 19-26

Being a by-law to establish User Fees for
Municipal Services and to repeal By-law
18-6.

WHEREAS Section 391(1) of the Municipal Act, 2001 authorizes a municipality to impose fees or charges on persons for services or activities provided or done by, or on behalf of it, and for the use of its property including property under its control;

NOW THEREFORE the Council of The Corporation of the City of Elliot Lake **ENACTS AS FOLLOWS:**

1. **THAT** User fees are hereby established for Municipal services or activities as set out in the Schedules listed below and as attached hereto and forming part of this By-law:
 - i) Schedule A – City User Fees
 - ii) Schedule B – Cemetery User Fees
2. **THAT** all user fees for municipal services are subject to provincial and/or federal taxes.
3. **THAT** this By-law shall come into force and take effect on June 10, 2019.
4. **THAT** By-law 18-6 be repealed as of June 10, 2019.

PASSED THIS 10TH OF JUNE, 2019.



MAYOR



CITY CLERK

By-Law 2019-25 Schedule A
HST will be applied to all prices except where noted

Affordable Access pricing, where applicable, is 50%, 75% and 90% off adult price

2016 2018 2019 AAP
Price (\$) PRICE PRICE applicable

Notes / Rationale for 2019

RECREATION & CULTURE

Some fees were adjusted so that the total after HST was a round number to make it easier for cash handling

	2016	2018	2019	AAP	
	Price (\$)	PRICE	PRICE	PRICE	Notes / Rationale for 2019
Rec & Culture - Programs					
Walking Program - Collins Hall / Single Visit	1.00	2.00	1.77	N	price increased April 2018, no further increase recommended for 2019
Walking Program - Collins Hall / month	10.00	22.60	19.47	N	adjusted fee for rounding with HST
Youth Drop-in Program / Single Visit	N/A	2.00	1.77	N	merged to simplify fee schedule
Summer Playground Program (10 days) (HST exempt)	99.75	110.00	110.00	Y	adjusted fee for HST rounding in April 2018, no further adjustment recommended in 2019
Summer Playground Program (5 day pass) (HST exempt)	57.75	62.75	62.00	Y	adjusted fee for rounding with HST
Summer Playground Program (1 day pass) (HST exempt)	16.00	17.00	17.00	Y	price increased April 2018, no further increase recommended for 2019
Summer Playground Outing (HST exempt)	16.00	new	60.00	N	new fee to cover transportation & admission costs only
Electronic Sign-In/Personnel Message	-45.89	0.00		N	recommend to remove item entirely
Photocopying for the first 10 pages of a document / pg	0.75	0.75	1.77	N	adjusted to mirror clerk's office fees, reflect the cost of wages for service and encourage the use of private sector for copy/print
And for subsequent pages of the same document / pg.	0.25	0.25	0.89	N	
Night at the Museum (children under 14 yrs HST exempt)	new	2.00	17.00	N	new programming
Museum Admission - Children (under 14 years) (HST exempt)	1.25	2.00	2.00	N	price increased April 2018, no further increase recommended for 2019
Museum Admission - Adult	3.00	4.00	3.98	N	adjusted fee for rounding with HST
Museum Admission - Family	6.50	8.00	7.97	N	adjusted fee for rounding with HST
Museum Individual Membership	new	22.12	N	N	requested by Arts & Culture Advisory Committee
Museum Family Membership	new	35.40	N	N	requested by Arts & Culture Advisory Committee
Registration Processing fee for non profit sport groups	new	53.10	N	N	responding to customer demand

By-Law 2019 - Schedule A
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2016 2018 2019 AAP
Price (\$) PRICE PRICE applicable:
Notes / Rationale for 2019

	2016	2018	2019	AAP	Notes / Rationale for 2019
	Price (\$)	PRICE	PRICE	applicable:	
Sports Fields					
Sport Field Adult Sports per game	40.00	42.00	42.48	N	adjusted fee for rounding with HST
Sport Field Minor Sports per game	35.00	37.00	37.17	N	adjusted fee for rounding with HST
Sport Field Tournament Rate Weekend (Fri - Sun)	250.00	260.00	260.18	N	adjusted fee for rounding with HST
Sport Field Tournament Rate - extra field, per field	100.00	110.00	110.52	N	adjusted fee for rounding with HST
Sport Field School board Non Profit Organization per field, per day		new	110.52	N	responding to customer demand

Westview Park

Camping Tent per day	22.75	25.00	26.55	N	nominal increase in 2019 and in 2020 to bring fee up to market value
Camping Trailer/RV per day	26.55	30.00	35.40	N	nominal increase in 2019 and in 2020 to bring fee up to market value
Westview Park - Special Event (i.e. Weddings) per day	80.00	100.00	100.00	N	price increased April 2018, no further increase recommended for 2019
Westview Park - Re-usable Kay Deposit for Park Event		new	22.12	N	new security feature
Chair/Table Rental for Outdoor Events- customer will pick up and return tables/chairs to Rio Den		new	22.12	N	responding to customer demand
Chair Rental (each) for Indoor Events customer will pick up and return chairs to Collins Hall		new	1.77	N	responding to customer demand
Table Rental (each) for Indoor Events customer will pick up and return chairs to Collins Hall		new	13.27	N	responding to customer demand

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	2018		2019		AAP	AAP applicability	Notes / Rationale for 2019
	Price (\$)	PRICE	PRICE	PRICE			
Child - 6 month pass POOL ONLY	73.50	75.00	66.37	Y	Y	price increased April 2018, no further increase recommended for 2019	
Child - 1 year pass POOL ONLY	119.70	125.00	110.62	Y	Y	price increased April 2018, no further increase recommended for 2019	
Senior/Student - Single visit	3.42	4.00	3.10	N	N	reflecting market policy	
Senior/Student - 10 visit pass	39.66	38.00	26.55	N	N	reflecting market policy	
Senior/Student - 3 month pass	56.70	60.00	69.81	Y	Y	reflecting market policy	
Senior/Student - 6 month pass	96.60	100.00	115.04	Y	Y	reflecting market policy	
Senior/Student - 1 year pass	152.25	155.00	134.69	Y	Y	reflecting market policy	
Adult - Single visit	3.76	5.00	4.87	N	N	adjusted fee for rounding with HST	
Adult - 10 visit pass	23.84	45.00	44.25	N	N	adjusted fee for rounding with HST	
Adult - 3 month pass	95.55	100.00	100.00	N	N	adjusted fee for rounding with HST	
Adult - 6 month pass	157.50	175.00	172.57	N	N	adjusted fee for rounding with HST	
Adult - 1 year pass	267.75	280.00	278.76	N	N	adjusted fee for rounding with HST	
Family - Single visit	8.62	10.00	8.85	N	N	adjusted fee for rounding with HST	
Family - 10 tickets	77.66	99.99		N	N	not utilized	
Family - 3 month pass	136.50	145.00	141.59	N	N	adjusted fee for rounding with HST	
Family - 6 month pass	225.75	250.00	247.79	N	N	adjusted fee for rounding with HST	
Family - 1 year pass	387.50	385.00	398.23	N	N	adjusted fee for rounding with HST	

By-Law 2019- Schedule A
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2016 2018 2019 AAP
Price (\$) PRICE PRICE applicable:

Notes / Rationale for 2019

CENTENNIAL ARENA

Ice and Floor Rates

Minor Sport Rate Non-Prime Time per hour	53.65	56.99	55.75	N	adjusted fee for rounding with HST
Minor Sport Rate Prime Time (Mon-Fri: 5pm-12am) per hour	87.15	88.20	87.61	N	adjusted fee for rounding with HST
Special Event Rate (tournament)-per hour	89.25	80.96		N	not utilized
Adult Rate Non-Prime Time per hour	87.15	88.20	87.61	N	adjusted fee for rounding with HST
Adult Rate Prime Time (Mon-Fri: 5 pm-12am) per hour	126.00	127.50	127.43	N	adjusted fee for rounding with HST
Out of Town rentals (youth or adult) per hour	126.00	127.50	132.74	N	reflecting market policy
Shiny Hockey - Single visit	6.20	6.95	6.20	N	adjusted fee for rounding with HST
Schools Boards & Non Profit Non Prime per hour	53.65	56.90	55.75	N	adjusted fee for rounding with HST
Shiny Hockey - 10 Tickets	53.75	57.45		N	not utilized
Summer Floor Rate - Youth per hour	53.80	54.60	44.25	N	responding to customer demand
Summer Floor Rate - Adult per hour	54.60	55.80	53.10	N	responding to customer demand
Arena Floor - Weekend Events (Fri-Sun-12 hrs per day)	1,500.00	1,600.00		N	
Arena Floor - Alcohol Event per day (12 hours)	1,000.00	1,000.00	1,500.00	N	adjusted to capture event expenses
Arena Floor - Non-Alcohol Events per day (12 hours)	1,750	1,750	1,061.95	N	responding to customer demand. Hourly Floor Rate plus set-up and clean-up
Set-up and Clean-up per hour (day before or after event)	17.50	17.50	17.70	N	adjusted fee for rounding with HST
Set-up and Clean-up per hour (with lift, day before of day after event)	35.00	35.00	35.40	N	adjusted fee for rounding with HST

By-Law 2019 - Schedule A
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proposed

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2016 2018 2019 AAP
 Price (\$) PRICE PRICE applicable:

Notes / Rationale for 2019

CIVIC CENTRE / Collins Hill Arts & Theatre Events

Theatre

Theatre Auditorium - includes lobbies (Local For Profit), 10/12 hours	640.00	640.00	637.17	N	SUSPENDED
Theatre Auditorium - includes lobbies (Local Non Profit), 10/12 hours	320.00	260.00	261.06	N	SUSPENDED
Theatre Auditorium - includes lobbies (Out of Town), 10/12 hours	755.00	755.00	752.21	N	SUSPENDED
Presentations / Seminars / Conferences - Half Day	375.00	375.00	376.11	N	adjusted fee for rounding with HST
Presentations / Seminars / Conferences - Full Day	495.00	495.00	500.00	N	adjusted fee for rounding with HST
Rehearsals (Non Profit Local Arts Groups)	no charge	no charge		N	Maximum of 4 rehearsals ONLY (no sound or lighting)
Rehearsals (3 hour minimum charge, with light & sound)	40.80	54.00	54.87	N	adjusted fee for rounding with HST
each additional hour	13.60	36.00	35.40	N	adjusted fee for rounding with HST
School Rentals per hour	53.00	53.00	53.10	N	adjusted fee for rounding with HST
Electrician & Permit (if direct hook-up to electrical panel is required)	Market Rate			N	
Ticket Sales Processing Fee per ticket		1.77		N	Not previously in bylaw

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2016 2018 2019 AAP
 Price (\$) PRICE PRICE applicable:

Notes / Rationale for 2019

CIVIC CENTRE

Exhibitions

Grid Wall Panel Rentals:

Daily (8 panels)	10.00	10.00	10.82	N	adjusted fee for rounding with HST
(16 panels)	15.00	15.00	15.04	N	adjusted fee for rounding with HST
Weekly (8 panels)	20.00	20.00	19.47	N	adjusted fee for rounding with HST
(16 panels)	25.00	25.00	24.78	N	adjusted fee for rounding with HST
Monthly (8 panels)	50.00	50.00	50.44	N	adjusted fee for rounding with HST
(16 panels)	65.00	65.00	64.60	N	adjusted fee for rounding with HST

Civic Centre - Leases

Regular Rate / square foot	15.17	15.79	16.11	N	SUSPENDED
Non-Profit Arts / culture groups / unit	156.00	165.43	168.72	N	SUSPENDED

Civic Centre - Front of Building Signage Rental

Front of Building Signage annual rental			44.25	N	SUSPENDED
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Photocopies

Single-sided (black) / copy	0.25	0.25		N	fees also captured under Recreation Admin and Clerk's area
Double-sided (black) / copy	0.40	0.40		N	

*All fees are plus HST, other than Technicians Honorariums

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2018
Price (\$) **2018 PRICE** **2019 PRICE** **2019 AAP**
applicable

Notes / Rationale for 2019

TRANSIT

	2018 Price (\$)	2018 PRICE	2019 PRICE	2019 AAP	Notes / Rationale for 2019
Cash Fare – Tax Included	3.50	2.50	2.50	N	no change recommended to fees for 2019. will be reviewed in fall (after all buses equipped with AODA and traffic counting equipment etc)
Cash Fare - Student - Tax Included	2.25	2.25	2.25	N	no change recommended to fees for 2019. will be reviewed in fall (after all buses equipped with AODA and traffic counting equipment etc)
Tickets - (book of 12)	34.00	24.00	24.00	N	no change recommended to fees for 2019. will be reviewed in fall (after all buses equipped with AODA and traffic counting equipment etc)
Monthly Pass - Adult	62.00	62.00	62.00	Y	no change recommended to fees for 2019. will be reviewed in fall (after all buses equipped with AODA and traffic counting equipment etc)
Monthly Pass – Student	52.00	52.00	52.00	Y	no change recommended to fees for 2019. will be reviewed in fall (after all buses equipped with AODA and traffic counting equipment etc)
Specialized Transit (Handi-Transit)	2.25	2.25	2.25		no change recommended to fees for 2019. will be reviewed in fall (after all buses equipped with AODA and traffic counting equipment etc)

FIRE DEPARTMENT

Call Answer	125.00	150.00	150.00	N	price increased 2018. no further increase recommended for 2019
Elevator rescue	125.00	200.00	200.00	N	price increased 2018. no further increase recommended for 2019
False Alarm/Failure to Notify	500.00	500.00	500.00	N	no increase recommended for 2019
Fire Extinguisher Training	10.00	10.00	10.00	N	no increase recommended for 2019
Fire Reports	75.00	125.00	125.00	N	no increase recommended for 2019
File Search	75.00	125.00	125.00	N	no increase recommended for 2019
Open Air Burn Permits (Seasonal, April 1 – October 31)	5.00	5.00	5.00	N	no increase recommended for 2019

Explanations:

Call Answer: per year for each direct emergency telephone monitored.
Elevator Rescue: per response regardless of whether or not the person(s) are out upon arrival of fire department.
False Alarm General: \$Cost to a maximum of \$500. After two false alarms caused by controllable factors within a three month period, the cost of the response to be charged back to the owner. Owner as defined by the Fire Code.
False Alarms Caused by Contractors: Cost to a maximum of \$500. The cost of the response will be charged back to the contractor at the discretion of the Fire Chief.
Fire Extinguisher Training: \$10 per person. Students are not charged.
Fire Reports: Fee applies to all non-residential properties and third party (lawyer, insurance, etc.) requests for residential properties.
File Search: As above. All requests must be made in writing.
Inspections: As above. All requests must be made in writing along with written permission of the property owner.

By-Law 2019 - Schedule A
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2016 Price (\$)	Proposed		AAP	Notes / Rationale for 2019
	2018 PRICE	2019 PRICE		
			applicable:	

Meeting Room Rentals				
Outside organizations - full day	100.00	105.00	N	higher than most locally available spaces (in order to avoid unduly competing with private sector)
Outside organizations - half day or evening	50.00	53.00	N	higher than most locally available spaces (in order to avoid unduly competing with private sector)
Non-profit Community Groups - full day	20.00	21.00	N	most locally available spaces either do not offer non-profit discounts or offer more
Non-profit Community Groups - half day or evening	10.00	11.00	N	most locally available spaces either do not offer non-profit discounts or offer more
Government - full day	50.00	53.00	N	most government meetings require government space and confidentiality
Government - half day or evening	25.00	27.00	N	most government meetings require government space and confidentiality
Municipal Purposes		no charge		no fee if mtg is for a municipal purpose

Priority given to bookings for Municipal purposes. Other bookings will not be accepted until one week before the proposed meeting date and provided other facilities are either unavailable or unsuitable.

Other bookings will not be accepted if no other rooms are reserved simultaneously.

Evening meetings will not be scheduled unless it is attended by municipal staff or Council member who is a member of the organization or committee and their attendance is required as part of their normal responsibilities.

By-Law 2019 - Schedule A
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2016 2018 2019 AAP
 Price (\$) PRICE PRICE applicable

Notes / Rationale for 2019

LANDFILL TIPPING FEES

Household, Construction, and Demolition and Bulk Materials / tonne	60.00	60.00	60.00	Prices re. landfill are at par with neighbouring municipalities - no increase recommended.
Minimum fee	5.00	5.00	5.00	Prices re. landfill are at par with neighbouring municipalities - no increase recommended.
Contaminated cover material (site remediation material) / load	225.00	225.00	225.00	Prices re. landfill are at par with neighbouring municipalities - no increase recommended.
Appliances (Freon units must be drained and bagged)	no charge	no charge	no charge	Prices re. landfill are at par with neighbouring municipalities - no increase recommended.
Scrap metal (sorted)	no charge	no charge	no charge	Prices re. landfill are at par with neighbouring municipalities - no increase recommended.
Grass clippings and light yard trimmings (not including tree branches, trees, or roots)	no charge	no charge	no charge	Prices re. landfill are at par with neighbouring municipalities - no increase recommended.

Residential Household waste will be accepted at no charge with a three garbage bag limit per visit.

Volumetric Fees (used in the event that weigh scales are offline)

Minimum (Car/Van/SUV)	5.00	5.00	5.00	Prices re. landfill are at par with neighbouring municipalities - no increase recommended.
Small Utility Trailer or small pickup truck (approx. ½ cubic meter)	10.00	10.00	10.00	Prices re. landfill are at par with neighbouring municipalities - no increase recommended.
Full Size Half Ton Truck or Equivalent (approx. 1 cubic meter)	20.00	20.00	20.00	Prices re. landfill are at par with neighbouring municipalities - no increase recommended.
Single Axle Truck, commercial trailer, or Equivalent (approx. 4 cubic meters)	75.00	75.00	75.00	Prices re. landfill are at par with neighbouring municipalities - no increase recommended.
Tandem Axle Truck or Equivalent (approx. 12 cubic meters)	225.00	225.00	225.00	Prices re. landfill are at par with neighbouring municipalities - no increase recommended.

Residential Household waste will be accepted at no charge with a three garbage bag limit per visit.

SEPTAGE RECEIVING

Septage Receiving - per cubic meter	32.00	32.00	No increase to the septage disposal recommended for upcoming year.
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WOODLANDS CEMETERY**Price List**

Sale of Interment Rights	Lot	+ Care and maintenance	= Interment Rights	+ Tax	= Total
Adult Lot - 1.22 m (4 ft.) x 3.049 m (10 ft.); equal to 3.72 sq m (40 sq ft)	\$450.00	\$300.00	\$750.00	\$97.50	\$847.50
Child Lot - 0.762 m (2.5 ft.) x 1.829 m (6 ft.); equal to 1.394 sq m (15 sq ft)	\$165.00	\$150.00	\$315.00	\$40.95	\$355.95
Cremation Lot - 0.915 m (3 ft.) x .915 m (3 ft.); equal to 0.837 sq m (9 sq ft)	\$170.00	\$150.00	\$320.00	\$41.60	\$361.60
Mortuary Niche Wall – SOLD OUT					
Row N 6 (top row)	\$935.00	\$165.00	\$1,100.00	\$143.00	\$1,243.00
Rows N 3 – 5 (upper rows)	\$1,105.00	\$195.00	\$1,300.00	\$169.00	\$1,469.00
Row N 2 (lower row)	\$935.00	\$165.00	\$1,100.00	\$143.00	\$1,243.00
Row N 1 (bottom row)	\$845.75	\$149.25	\$995.00	\$129.35	\$1,124.35
Millennium Niche Wall - SOLD OUT					
\$867.00	\$153.00	\$1,020.00	\$132.60	\$1,152.60	
Granite Niche Wall – SOLD OUT					
Rows G 3 – 5 (upper rows)	\$1,776.50	\$313.50	\$2,090.00	\$271.70	\$2,361.70
Row G 2 (lower row)	\$1,649.00	\$291.00	\$1,940.00	\$252.20	\$2,192.20
Row G 1 (bottom row)	\$1,581.00	\$279.00	\$1,860.00	\$241.80	\$2,101.80
Harmony Niche Wall (10½X10¼X16)					
Rows H 3-5 (upper rows)	\$2,048.50	\$361.50	\$2,410.00	\$313.30	\$2,723.30
Row H 2 (lower row)	\$1,848.75	\$326.25	\$2,175.00	\$282.75	\$2,457.75
Row H 1 (bottom row)	\$1,649.00	\$291.00	\$1,940.00	\$252.20	\$2,192.20
Odyssey Niche Wall (11 7/8 X11 7/8 X15 3/4 ")					
Rows O 5,6	\$2,120.75	\$374.25	\$2,495.00	\$324.35	\$2,819.35
Rows O 3,4	\$1,921.00	\$339.00	\$2,260.00	\$293.80	\$2,553.80
Rows O 1,2	\$1,721.25	\$303.75	\$2,025.00	\$263.25	\$2,288.25
Perennial Niche Wall					
Rows P 2,3,4 - Tower 137/8"HighX117/8"Wide X187/8"Deep	\$1,950.75	\$344.25	\$2,295.00	\$298.35	\$2,593.35
Row P 1 - Tower	\$1,751.00	\$309.00	\$2,060.00	\$267.80	\$2,327.80
Rows P 2,3 – Curved 137/8"HighX117/8"Wide X161/8"Deep	\$1,751.00	\$309.00	\$2,060.00	\$267.80	\$2,327.80
Row P 1 - Curved	\$1,649.00	\$291.00	\$1,940.00	\$252.20	\$2,192.20
<p>Cost of Bronze plaques is included in the lot price for niches. The bronze plaque will be returned upon request to the rightsholder upon release of interment rights. The bronze plaque cost is non-refundable.</p>					

CEMETERY SERVICES & OPENING & CLOSING CHARGES

Minimum Charges for Opening & Closing	2019 Regular charge	Winter charge Dec. 1 st to April 30 th
Burial of Adult remains	\$675.00+ tax	\$2300.00+ tax
Burial of Infant remains	\$198.00+ tax	\$356.00+ tax
Burial of Cremated remains (Plot or Niche Wall)	\$175.00+ tax	\$305.00+ tax
For disinterment of previously buried casket for re-burial in another location or in another cemetery	\$1200.00+ tax	n/a
For disinterment and re-burial in the same location	\$1100.00+ tax	n/a
For disinterment of cremated remains	\$268.00+ tax	n/a

Cemetery Services are payable at the time the services are requested and prior to the time of interment.

Chargeable Service Rates for Opening & Closing of Plots	Rate
Saturday premium charges - Creains / Regular	\$196.00 / \$392.00 + tax
Winter burial hourly rate (after 4 hours)	\$132.00 / hour + tax
Snow clearing of road, parking lot, and entry to mortuary	\$132.00 / clearing + tax
Mortuary storage for burial in another cemetery	\$55.00 / month + tax
Administration, miscellaneous equipment fees & supplies and materials	15% of chargeable service rates

Miscellaneous Charges	Rate
Marker Permit (flat markers over 173 sq inches)	\$50.00+ tax
Transfer and re-issuing a Certificate of Interment Rights	\$40.00+ tax
Removal of niche plaque	\$40.00 + tax

NOTES: Applicable Federal and provincial taxes are extra.