

# THE CORPORATION OF THE TOWN OF GRAND VALLEY

## BY-LAW NUMBER 2018-48

**Being a By-law to establish the Fees and Charges  
for various services provided by the Municipality.**

**WHEREAS** Section 391(1) of the *Municipal Act*, 2001 S.O. Chapter 25 as amended (hereinafter called “the Act”) permits a municipality and a local board to pass by-laws imposing fees or charges on any class of persons;

**AND WHEREAS** pursuant to Section 69 of *The Planning Act*, R.S.O. 1990, as amended, provides that a Council of a municipality may pass a by-law to prescribe a tariff of fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** pursuant to Section 7, *Building Code Act*, S.O. 1992, c25, as amended, provides that a Council of a municipality may pass a by-law to prescribe fees for the processing of applications for permits or for the issuance of permits.

### **NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF GRAND VALLEY ENACTS AS FOLLOWS:**

1. **THAT** the fees and charges for various municipal services are established as shown in the Schedules attached hereto and forming part of the By-law

Schedule “A” -	Administration
Schedule “B” -	Renewable Energy
Schedule “C” -	Cemeteries
Schedule “D” -	Fire/Rescue
Schedule “E” -	Licensing and Lotteries
Schedule “F” -	Planning Department
Schedule “G” -	Recreation
Schedule “H” -	Public Works
Schedule “I” -	Water & Sewer Rates
Schedule “J”	Street Light Program for the Town of Grand Valley

2. **THAT** the effective date of the fees and charges are set out in Schedules “A” to “I” inclusive attached hereto.
3. **THAT** all fees and charges will be subject to applicable taxes.
4. **THAT** all charges payable under this by-law, including taxes, interest and collection costs, constitute a debt of the person or persons charges, and if unpaid, where permissible, shall be added to the tax roll for any property in the Town of Grand Valley owned by such person or persons and may be collected in the same manner as taxes, in accordance with Section 398 *Municipal Act*, 2001 S.O. Chapter 25 as amended.
5. **THAT** this by-law shall be known as the “Fees and Charges By-law”.
6. **THAT** this by-law shall come into force upon the date of its final passing and By-law Number 2018-33 is hereby repealed in its entirety.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 11<sup>th</sup> DAY OF SEPTEMBER, 2018.**

*Original signed by*

*Original signed by*

\_\_\_\_\_  
**Steve Soloman, Mayor**

\_\_\_\_\_  
**Jane Wilson, CAO/Clerk-Treasurer**

**SCHEDULE “A”  
ADMINISTRATION**

**[amended by By-law 2023-34]**

**Effective – January 1, 2022 per resolution 2021-12-27**

<b>DESCRIPTION</b>	<b>FEE</b>	<b>NON-RESIDENT RATE</b>
Marriage License	\$115.00	\$115.00
Birth Confirmation Letter (Temporary – for out of country travel)	No Charge	\$20.00
Certification of Documents	No Charge	\$20.00
Commissioning of Documents	No Charge	\$20.00
Commissioning of Vehicle Transfers	No Charge	\$20.00
Completion/Commissioning of Pension Forms	No Charge	\$20.00
Change of Ownership	\$20.00	\$20.00
Fax Charges	\$1.00 per page	\$1.00 per page
Souvenirs <ul style="list-style-type: none"> <li>• Grand Valley Flag</li> <li>• Grand Valley Pin</li> <li>• Centennial Plates</li> <li>• East Luther Throw Blanket</li> </ul>	\$100.00 \$3.00 Small - \$5.00 Large - \$10.00 \$30.00	\$100.00 \$3.00 Small - \$5.00 Large - \$10.00 \$30.00
Freedom of Information Requests (legislated fees)	\$5.00 application fee plus disbursements (i.e., photocopying) plus Record Preparation at \$7.50 per quarter hour	\$5.00 application fee plus disbursements (i.e., photocopying) plus Record Preparation at \$7.50 per quarter hour
NSF Cheque Charge	\$40	\$40
Photocopies (8 1/2 x 11)	Black and White \$0.50 per page Colour \$1.00 per page	Black and White \$0.50 per page Colour \$1.00 per page
[Amended by By-Law 2023-34] Private Parking Enforcement <ul style="list-style-type: none"> <li>• Letter of Authorization</li> </ul>	\$360 Application Fee \$160 Annual Renewal	Not applicable
Tax Statement	\$5.00	\$5.00
Tax Certificate	\$50.00	\$50.00
Tax Sale Proceedings	Recovery of fees and disbursements as charge by consultants and solicitors	Recovery of fees and disbursements as charge by consultants and solicitors
Transfer Unpaid A/R to Property Tax Account	\$10.00	\$10.00
Burial Permit	\$5.00	\$5.00
Interest on Accounts Receivable	1.5%	1.5%
Tax Arrears Penalties & Interest	Refer to current Tax Rates By-law	Refer to current Tax Rates By-law

**Acceptable terms of payment – Cash (exact change), Debit, Cheque, Money Order, Credit Card (VISA, Mastercard only)**

**SCHEDULE "B"  
RENEWABLE ENERGY**

**Effective October 11, 2016**

<b>Item</b>	<b>Request</b>	<b>Admin. Fee</b>	<b>Deposit for Professional Fees</b>
1	Issuance of permit for location of works in Town right of way, including inspection of works and inspection of post-construction remediation.	\$750.00	\$10,000.00
2	Preparation of right of way permit agreement.	\$750.00	\$20,000.00
3	Municipal consultation for renewable energy project.	\$5,000.00	\$20,000.00

**SCHEDULE "C"  
CEMETERIES  
[Amended by By-Law 2022-31]**

**Grand Valley Union Cemetery**  
Rates filed in accordance with the *Funeral, Burial and Cremation Services Act, 2002*  
Amended by By-Law 2020-41  
**Effective September 8, 2020**

**1. SALE OF INTERMENT RIGHTS and CARE AND MAINTENANCE**

Type of Plot	Size	Interment Fee	Care and Maintenance	Total Selling Price
Single Plot w/flat	1.0668m x 3.048m (3.5' x 10')	\$942.00	\$378.00	\$1320.00
Single Plot w/upright	1.0668m x 3.048m (3.5' x 10')	\$1100.00	\$440.00	\$1540.00
Double Plot	2.1336m x 3.048m (7' x 10')	\$1885.00	\$755.00	\$2640.00
Cremation Plot	0.9144m x 0.9144m (3' x 3')	\$400.00	\$175.00	\$575.00
<b>Columbarium Niche</b>				
Top Row	12.5"x12.5"x14"	\$1675.00	\$255.00	\$1930.00
Middle Row	12.5"x12.5"x14"	\$1575.00	\$240.00	\$1815.00
Bottom Row	12.5"x12.5"x14"	\$1375.00	\$210.00	\$1585.00

**2. INTERMENT (Charges to open and close grave)**

- (a) Adult \$ 867.00
- (b) Child (Up to 5 ft. opening) \$ 400.00
- (c) Infant (Up to a 3 ft. opening) \$ 300.00
- (d) Cremated Remains \$ 280.00
- (e) Cremated Remains \$ 330.00  
(On top of grave already used)
- (f) Niche [Amended by By-law 2022-31] \$250

**3. FOUNDATION INSTALLATION (Minimum Charge \$600.00 - Depth 4-5ft)**

- (a) 24" – 32" x 12" – 14" \$ 600.00
- (b) 34" – 44" x 12" – 14" \$ 670.00
- (c) 46" – 56" x 12" – 14" \$ 800.00
- (d) 58" – 68" x 12" – 14" n/a
- (e) 70" – 80" x 12" – 14" n/a
- (f) Removal of Existing Foundation \$600.00

**4. PLAQUE**

- (a) Full Date Plaque \$725.00
- (b) Years Only Date Plaque \$725.00
- (c) Bronze Wreath Date Addition \$75.00

**5. MEMORY WALL**

(a) Memory Wall Plaque \$400.00

**6. EXTRA CHARGES**

(a) Winter Mortuary Storage \$ 250.00  
 (b) Lowering Device and Grass Rental \$ 150.00  
 (c) Locate Fee \$ 45.00  
 (d) Funeral Saturday Between 9:00 a.m. to 12:00 noon 50% extra charge

**7. DISINTERMENT**

(a) Casket \$2600.00  
 (b) Cremated remains \$840.00  
 (c) Cremated Remains \$990.00  
 (on top of grave already used)  
 (d) Cremated Remains in Niche \$750.00

**8. TRANSFER FEE** \$ 85.00

**All fees are subject to H.S.T.**  
 H.S.T. #12352 5867 RT0001

**SCHEDULE “C” CONTINUED  
CEMETERIES**

**St. Alban’s Anglican Cemetery**  
Rates filed in accordance with the Cemeteries Act

<b>Sale of Interment Rights and Care and Maintenance:</b> At this time St. Alban’s Anglican Cemetery is no longer selling new interment rights	
<b>Interment Charges (Charges to open and close a grave)</b>	
a) Adult	\$700.00
b) Child (up to 5 ft opening)	\$300.00
c) Infant (up to 3 ft opening)	\$200.00
d) Cremated Remains	\$250.00
e) Cremated Remains on top of grave already used	\$300.00
<b>Foundation Installation</b>	\$18.00 per cubic foot to a depth of 4 feet. Minimum charge of \$425.00.
<b>Extra Charges</b>	
a) Lowering Device and Grass Rental	\$113.00
b) Funeral Saturday between 9:00 a.m. – 12:00 p.m.	50% extra charge
<b>Disinterment</b>	Disinterment shall be three time the above interment charges.
<b>Transfer Fee</b>	\$75.00

**SCHEDULE "D"**  
[Amended by By-law 2022-62]

Refer to applicable by-laws.



**SCHEDULE “E”  
LICENCING AND LOTTERIES**

**Effective March 1, 2022 (Resolution 2022-01-27)**

DESCRIPTION	FEE	
<p><b>Animal Control</b></p> <p><b>Kennel Licence</b> \$150.00</p> <p><b>Dog Tags</b></p> <p>a) Dog Neutered/Spayed \$40.00</p> <p>b) Dog Non-Neutered/Spayed \$60.00</p> <p>c) Livestock Guardian/Guide Dog No charge</p> <p><b>Replacement Tag</b> No charge</p> <p>Additional Charges may apply that are recoverable from the dog owner and payable to the Animal Control Officer as the result of enforcement of the Town’s Animal Control By-law.</p> <p>These charges are set out in the Animal Control Agreement and may include but are not limited to impounding fees, board, service call, disposal and quarantine fees.</p>		
<p><b>Mobile Canteens</b> (prices are per cart/truck)</p> <p>a) Selling of hot dogs from a hot dog cart \$50.00</p> <p>b) Selling of ice cream from an Ice Cream Cart \$50.00</p> <p>c) Selling of chips from a Chip Truck \$300.00</p> <p>d) Selling of assorted food from a Coffee Truck \$300.00</p> <p>e) Mobile Canteens attending one-time fund raising events in the municipality by invitation from the organizer EXEMPT</p>	<b>Residents</b>	<b>Non-Residents</b>
<p><b>Lottery Licences</b></p> <p>a) Raffle Tickets 2% of the prize with a minimum of \$2</p> <p>b) Break open tickets (Nevada) 3% of the prize with a minimum of \$2</p>		

**SCHEDULE “F”  
PLANNING  
[amended by By-law 2022-49]  
Effective January 1, 2022 per resolution 2021-12-27**

The following are the tariff of fees and related terms pertaining to the processing of applications made pursuant to the Planning Act.

<b>Application</b>	<b>Fee (non-refundable)</b>	<b>Deposit</b>
Pre-consultation	No fee	
Consent Application (lot creation, boundary adjustment) (s. 53)	\$2500	
Easement	\$2000	
Any other Consent Application	\$2000	
Encroachment Agreement/Approval	\$2000	
Change of conditions to a Consent Decision	\$1000	
Validation of Title (s. 57)	\$800	
Parkland Dedication Fee (s. 41 or 53)	See By-law 2013-13, as may be amended from time to time	
Minor Variance, extension of a legal non-conforming use (s. 45)	\$1000	
Removal of Holding By-law (s. 36), Temporary Use By-law (s. 38), Bonusing By-law (s. 37)	\$2000	
Zoning By-law Amendment	\$2500	Deposit as estimated by staff may be required for consultant peer-reviews.
Official Plan Amendment	\$5000	Deposit as estimated by staff may be required for consultant peer-reviews.
Draft Plan of Subdivision/ Condominium	\$20,000	Deposit as estimated by staff may be required for consultant peer-reviews.
Draft Plan of Subdivision/ Condominium request for extension	\$2000	
Final Approval of Plan of Subdivision/Condo	\$5,000	Deposit as estimated by staff may be required for consultant peer-reviews.
Administration charge per subdivision lot	\$350	
Part Lot Control	\$3000	Deposit as estimated by staff may be required for consultant peer-reviews.

Engineering Grading Fee (unless included in a separate agreement)	\$500	\$2000 Deposit for Engineering Review.
Site Plan Approval or amendments	\$5000	Deposit as estimated by staff may be required for consultant peer-reviews.
Development Agreement and any other agreement	\$2000	Deposit as estimated by staff may be required for consultant peer-reviews.
Application for Capacity Allocation	\$200	
Risk Management Plan Application / Source Protection Plan Agreement, RMO and amendments thereto	\$250	Deposit estimated by RMO/RMI
Fill Application	See Fill By-law	See Fill By-law
Paper Copy of Planning Documents	Official Plan = \$75 Zoning By-law = \$40	
Municipal Approval	\$125 Full fee required to amend municipal approval.	
Municipal Approval after construction has commenced	\$250	
Property Information Report, Zoning/Subdivision Compliance Letter	\$100	
[Amended by By-law 2022-49] <del>Fence Permit/Pool</del>	<del>\$150 as per By-law 2017-45</del>	<del>\$1,000 Deposit for By-law compliance review</del>
[Amended by By-law 2022-49] Fence Exemption Application	\$200 as per By-law 2020-31 plus <del>Fence Permit Fee and Fence Permit Deposit</del>	
Posting Planning Sign OR Replacement Planning Sign	\$75	
Any other application or approval not provided above	Staff or consultant rates plus disbursements and 3 <sup>rd</sup> party fees	Deposit estimated by staff.

1. The fees above are required by the Town of Grand Valley for the purposes of the administrative processing of applications, including the use of office equipment, supplies, postage and advertising. The fees are required for a complete application and are non-refundable.
2. The deposits are not intended to be sufficient to cover the costs of third-party fees, including consultation with a Solicitor, Profession Engineer, Planning Consultant or Surveyor or other consultants, or recirculation that may be deemed necessary in processing of an application. Third-party fees may include legal costs and the costs of

supporting an application, or a decision of Council to approve any such application at a hearing of the Ontario Municipal Board or any other similar tribunal, and all such other expenditures incurred by the Town, which shall be borne by the applicant and shall be levied against the required deposit.

3. Disbursements are recovered at cost from the deposit and may include but are not limited to: postage, laminating, registration of documents.
4. Any required amount not paid to the Town over and above that which is recoverable from the deposit may be levied in the same manner as unpaid taxes and recovered by the Town under the provisions of the *Municipal Act, 2001*.
5. The unused balance of any deposit shall be refunded to the applicant following the completion of the work or the withdrawal of the application upon confirmation from the Treasurer that all invoices and other claims in respect of the application have been received and paid.

**SCHEDULE “G”  
RECREATION**

**Approved by Community Centre Board May 17, 2021 (2019-11-06)  
Revised by Community Centre Board May 9, 2022 (2022-05-09)**

DESCRIPTION	FEE
<b>SUMMER CAMP FEES</b>	
Weekly Rate	\$170.00
Weekly Rate for each additional child	\$140.00
Daily Rate (Less than 5 visits in the week)	\$45.00 per day
Care Before/After Regular Program Hours	\$10.00 per hour
<b>ICE RATES – effective September 1, 2018</b>	
Regular Prime	\$200.00
Non-Resident Regular Prime	\$225.00
Local Youth Prime	\$155.00
Non-Resident Youth Prime	\$180.00
Non-Prime	\$100.00
Summer Arena Floor Rental for Sporting Event	\$75.00
Summer Arena Floor Rental for Dances/Non-Sporting events	\$900.00 per day non-SOP \$1,100.00 WITH SOP
<b>HALL RATES – effective September 1, 2018</b>	
Kitchen Rental	\$30.00 per hour
Grand River Room Hourly Rate to a maximum of Six (6) Hours	\$75.00 per hour
Grand River Room	\$375.00 non-SOP \$525.00 with SOP
Grand River Room plus Kitchen	\$400.00 non-SOP \$550.00 with SOP
Grand River Room plus Kitchen and Bar	\$550.00 non-SOP \$775.00 with SOP
Board Room Hourly Rate	\$40.00 per hour
Board Room Daily Rate	\$175.00
Washroom Rental Only	\$75.00

***All Rates Subject to Applicable Taxes***

**SCHEDULE “H”  
PUBLIC WORKS**

**Effective January 1, 2022 per Resolution 2021-12-27**

<b>Service Charges</b>	<b>FEE</b>
To open or close water service, after being connected initially	\$50.00
To certify water accounts	\$20.00
To supply water to builders on a temporary permit basis	\$150.00
To supply water on ‘per occasion’ basis from truck-filling station	\$50.00 For opening and closing the valve plus the charges specified in schedule ‘I’
To provide a water connection permit	\$50.00
To inspect a water connection	\$100.00
Entrance Permit	Administration Fee - \$200 Refundable Deposit - \$1500
Road Occupancy Permit	Administration Fee - \$200 Refundable Deposit - \$1500 Community Special Events – free (per Town policy)

**SCHEDULE "I"  
WATER & SEWER RATES**

**Effective January 1, 2019**

DESCRIPTION	RATES
<b>Water</b>	
Flat fee for water supply	\$20.00
PLUS Per Cubic Meter of Water Used (up to 15m <sup>3</sup> per billing month)	\$0.75/m <sup>3</sup>
PLUS Per Cubic Meter of Water Used (over 15m <sup>3</sup> per billing month)	\$0.95/m <sup>3</sup>
<i>The above rates are on a monthly basis</i>	
<p><b>For multiple unit dwellings served by one water service:</b> each unit within the dwelling will be charged a flat rate of \$20.00/month. Any accumulated charges per cubic meter for each unit will be charged directly to the landlord at the rates outlined above.</p> <p><b>Should the rate not be paid when due,</b> a late payment charge will be added, at a 1.50% interest rate per month or fraction thereof shall be added until paid. If not paid in six months, then it may be added to the collector's roll and collected as taxes, or the water service may be discontinued pursuant to Section 28 of the Public Utilities Act.</p>	

**Effective July 1, 2020 and subsequent July 1 afterwards**

Description	2020	2021	2022	2023	2024
Monthly Base Charge (\$/customer)	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Block 1 \$/m <sup>3</sup> (up to 15m <sup>3</sup> /month)	\$0.77	\$0.79	\$0.80	\$0.82	\$0.84
Block 2 \$/m <sup>3</sup> (over 15m <sup>3</sup> /month)	\$0.97	\$1.00	\$1.02	\$1.04	\$1.07
Description	2025	2026	2027	2028	2029
Monthly Base Charge (\$/customer)	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Block 1 \$/m <sup>3</sup> (up to 15m <sup>3</sup> /month)	\$0.86	\$0.88	\$0.90	\$0.93	\$0.95
Block 2 \$/m <sup>3</sup> (over 15m <sup>3</sup> /month)	\$1.09	\$1.12	\$1.15	\$1.17	\$1.20

**For multiple unit dwellings served by one water service:** each unit within the dwelling will be charged a flat rate of \$20.00/month. Any accumulated charges per cubic meter for each unit will be charged directly to the landlord at the rates outlined above.

**Should the rate not be paid when due,** a late payment charge will be added, at a 1.50% interest rate per month or fraction thereof shall be added until paid. If not paid in six months, then it may be added to the collector's roll and collected as taxes, or the water service may be discontinued pursuant to Section 28 of the Public Utilities Act.

**SCHEDULE “I” CONTINUED  
WATER & SEWER RATES**

**Effective 2020 and subsequent years thereafter**

**Annual Sewage Service Rates**

<b>Description</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Annual Sewage Service Rate	\$553	\$582	\$612	\$644	\$678
<b>Description</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
Annual Sewage Service Rate	\$714	\$751	\$791	\$833	\$876

**Wastewater (Sewer)**

The Annual Sewage Service Rate is established as the Base Unit for each domestic service and some multiples of the rate for each flat rate commercial service, as set out below.

Sewage service consumers are classified and charged for their annual service according to the following:

<b>Type of Consumer</b>	<b>#Base Units</b>
Single Family Dwelling Apartment Units Motels & Hotels (2 rooms = 1 domestic unit) Stores, Mills and Small Offices Post Office Gas Bar & Public Garages (No Car Wash) Churches with Kitchens	1 Base Unit Each
Churches without Kitchens	½ Base Unit Each
Restaurants, not listed	2 Base Units Each
Barber & Beauty Shops	2 Base Units Each
Car Wash (1 Bay = 2 Base Units)	2 Base Units Each
Medical Centre & Large Office Buildings	3 Base Units Each
Laundromat (up to 5 washers)	4 Base Units Each
Licensed Lounges & Facilities	4 Base Units Each
Nursing/Retirement/Rest Homes	5 Base Units Each
Schools	6 Base Units Each



**Schedule “J”  
Streetlight Program for the Town of Grand Valley**

**Effective July 1, 2021 per By-law 2021-17**

The following is the tariff of fees pertaining to the streetlight programs within the Town of Grand Valley’s built areas.

<b>Built Area Name</b>	<b>Annual Fee</b>
Grand Valley	\$18.50 + \$2.50 reserve contribution = <b>\$21.00</b>
Monticello and Colbeck	\$37.00 + \$2.50 reserve contribution = <b>\$39.50</b>
Mount Haven Subdivision	\$12.50 + \$2.50 reserve contribution = <b>\$15.00</b>