



## Council Report

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**Report Number:** CORP2021-017

**Meeting Date:** November 16, 2021

**Title:** 2022 Proposed Amendments to By-law 2018-234  
(Consolidated Fees By-law)

**Description:** By-law 2018-234, being a By-Law to Establish and  
Require Payment of Fees for Information, Services,  
Activities and Use of City Property in The City of Kawartha  
Lakes (known as the Consolidated Fees By-law)

**Author and Title:** Linda J. Liotti, Manager, Revenue & Taxation

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### Recommendation(s):

That Report CORP2021-017, **2022 Proposed Amendments to  
By-law 2018-234 – Consolidated Fees By-law**, be received; and

That the recommended fees and charges amendments be brought forward through the  
necessary amending by-law for adoption at the December 14, 2021 Council Meeting.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## Background:

As provided in Section 2.06 of this By-Law, staff annually update the Consolidated Fees By-law using consumer price index (CPI) estimates provided by Statistics Canada for Ontario.

## Rationale:

The analysis of the 2021 data indicates that the Ontario CPI was trending upwards from 2020, resulting in an increase of 4%.

The following tables indicate the new fees or changes directed by the department that fall above the 4% CPI.

### Schedule A - Administration

#### Section A-4 Legal

Service Description	Rate Effective January 1, 2021	Rate Effective January 1, 2022
Land Management Team Application Fee (inquiries pertaining to ownership and/or maintenance of City land, requests to acquire/use City land)	\$125.00	\$135.00
<b>Reason for Change:</b>		
Increased 8% as requested by department for accumulated increase of CPI since 2018		
Encroachment Agreements – Boathouse		\$400.00
<b>Reason for Change:</b>		
<b>NEW</b> - pending amendments to Dock encroachment policy		

#### Section A-7 Archival Services - **NEW**

Service Description	Unit	Rate Effective January 1, 2022
Research (After initial 30 minutes)	per Half Hour	\$20.00
Image Reproduction - Non-Commercial Use	per 300 DPI image	\$5.00
Image Reproduction - Non-Commercial Use	per 600 DPI image	\$10.00
Image Reproduction - Commercial Use	per 300 DPI image	\$10.00
Image Reproduction - Commercial Use	per 600 DPI image	\$20.00
Image Reproduction - Digital Surcharge	per order	\$2.00
Image Reproduction - Rush Order 1 - 5 Images	per order	\$20.00

Image Reproduction - Rush Order 6 - 20 Images	per order	\$50.00
Image Reproduction - Rush Order 21+ Images	per order	\$100.00
Scanning (Not Previously Scanned Records Only)	per record	\$20.00
Shipping	per order	\$5.00

## Schedule B - Business Licensing

### B-2 Licensing Fees

#### Seasonal Trailer Parks

Service Description	Rate Effective January 1, 2021	Rate Effective January 1, 2022
License Fee per year or part year	\$243.00	\$400.00
<b>Reason for Change:</b>		
Proposed and received ML2021-009 (bylaw amendments to be finalized Nov 16 2021 Council)		

## Schedule C - Fire and Emergency Services

### C-2 Fire Services Fees and Charges

Service Description	Rate Effective January 1, 2021	Rate Effective January 1, 2022
File Search Rush Fee - NEW		\$168.00
<b>Reason for Change:</b>		
NEW fee to capture additional staff time		

## Schedule D - Parks, Recreation and Culture

### D-1 Aquatic Fees and Charges

Service Description	Rate Effective January 1, 2021	Rate Effective January 1, 2022
Bronze Star	\$100.00	\$115.00
<b>Reason for Change:</b>		
Recover increase in fees from the Lifesaving Society		
Bronze Cross College	\$265.00	\$325.00
<b>Reason for Change:</b>		
Align with other courses run separately		

D-4 Facility Rentals

Service Description	Rate Effective January 1, 2021	Rate Effective January 1, 2022
Parking Lot Various Facilities – Event/Standard Use		\$189.20
<b>Reason for Change:</b>		
<b>NEW</b> fee- Parking lot is charged out by the day versus by space		

D-7 Cemeteries

Service Description	Rate Effective January 1, 2021	Rate Effective January 1, 2022
Open & Close Adult/Child Weekday (before 3 p.m.)	\$763.00	\$863.00
<b>Reason for Change:</b>		
Align with industry standard fees		
Open & Close Infant		\$235.00
<b>Reason for Change:</b>		
<b>NEW</b> Fee		
Surcharge for Regular Interment on Saturday before 12:00 noon		\$357.00
<b>Reason for Change:</b>		
<b>NEW</b> Fee		
Surcharge for Interment of Cremated Remains on Saturday before 3:00 pm		\$122.00
<b>Reason for Change:</b>		
<b>NEW</b> Fee		
Dis-interment Urn	\$50.00	\$500.00
<b>Reason for Change:</b>		
Align with industry standard fees		
Care and Maintenance Marker (more than 173 sq. inches)	\$50.00	\$100.00
<b>Reason for Change:</b>		
Legislated amount - Bereavement Authority of Ontario		
Care and Maintenance Upright Monument (equal to or less than 4'0" in width or height)	\$100.00	\$200.00
<b>Reason for Change:</b>		
Legislated amount - Bereavement Authority of Ontario		

<b>Service Description</b>	<b>Rate Effective January 1, 2021</b>	<b>Rate Effective January 1, 2022</b>
Care and Maintenance Upright Monument (greater than 4'0" in width or height)	\$200.00	\$400.00
<b>Reason for Change:</b>		
Legislated amount - Bereavement Authority of Ontario		

## Schedule E - Development Services

### E-1 Planning Fees

<b>Service Description</b>	<b>Rate Effective January 1, 2021</b>	<b>Rate Effective January 1, 2022</b>
Request for Exemption from Site Plan Control by Council		\$500.00
<b>Reason for Change:</b>		
<b>NEW</b> Fee to recover additional staff effort.		

### E-3 Economic Development Fees

<b>Service Description</b>	<b>Rate Effective January 1, 2021</b>	<b>Rate Effective January 1, 2022</b>
Demolition of Heritage property		\$750.00
<b>Reason for Change:</b>		
<b>NEW</b> Fee		
Repeal of Heritage designating by-law		\$750.00
<b>Reason for Change:</b>		
<b>NEW</b> Fee		

## Schedule G - Waste Management

### G-1 Waste Management Fees

<b>Service Description</b>	<b>Rate Effective January 1, 2021</b>	<b>Rate Effective January 1, 2022</b>
Large Item Tags	\$5.00	\$10.00
<b>Reason for Change:</b>		
Removed "bulky" from description to reflect bylaw wording. Fee increase is aligned with minimum tipping fee of \$10.00		
65 gallon blue and green carts	\$95.00	\$140.00
95 gallon blue carts (for container recycling only)	\$110.00	\$155.00
Digester	\$70.00	\$80.00
<b>Reason for Change:</b>		
Increased cost to procure these items		

<b>Weight Based Tipping Fees</b>		
Minimum charge Mixed Load (more than 10% by volume of recyclable materials and/or opaque bags)	\$14.00	\$20.00
Mixed Loads (more than 10% by volume of recyclable materials and/or opaque bags)	\$220.00	\$250.00
<b>Reason for Change:</b>		
Adjusting to double the regular tipping fee minimum. Provides monetary incentive for residents to utilize diversion programs.		
Compost/Woodchips Giveaways (for vehicles that have been loaded with landfill equipment only)		\$100.00
<b>Reason for Change:</b>		
<b>NEW Fee</b>		
<b>Fees When Scales are inoperative or for Freon Removal</b>		
Minimum charge Mixed Load (more than 10% by volume of recyclable materials and/or opaque bags)	\$7.00	\$20.00
<b>Reason for Change:</b>		
Adjusting this to be double the regular tipping fee minimum. Provides monetary incentive for residents to utilize diversion programs.		

## Schedule H - Public Works

### H-3 Entrance Permit

Service Description	Rate Effective January 1, 2021	Rate Effective January 1, 2022
Entrance Permit Application Fee (valid for one year)	\$113.00	\$200.00
<b>Reason for Change:</b>		
Increase in fee to recover additional staff effort.		

## Other Alternatives Considered:

None

## Alignment to Strategic Priorities

This report aligns with the Kawartha Lakes 2020-2023 Strategic Plan priority of Good

## **Financial/Operation Impacts:**

### **Consultations:**

Senior Management/their respective divisions provided direction on fees.

### **Attachments:**

Appendix A

DRAFT 2021-xxx – Amendment to By-law 2018-234 Consolidated Fees for 2022



DRAFT - 2021-xxx -  
Amendment to By-law

**Department Head email:** [jstover@kawarthalakes.ca](mailto:jstover@kawarthalakes.ca)

**Department Head:** Jennifer Stover, Director of Corporate Services