

THE CORPORATION OF THE TOWNSHIP OF ALFRED AND PLANTAGENET

BY-LAW 2025-14

BEING a By-law to amend and update fees to be paid to the municipality by any person for services rendered by the municipality.

WHEREAS, pursuant to Sections 8, 9, 10, 11, and subsections 253(2), 352(1) and 391 (1) of the Municipal Act, 2001, the Council may pass a by-law to fix the sum to be paid to the Municipality by any person for services or other activities provided or done by the municipality or on its behalf, except when provided for in other statutes such as the Municipal Freedom of Information and Protection of Privacy Act;

AND WHEREAS the Council of the Corporation of the Township of Alfred and Plantagenet considers it appropriate to consolidate and update the user fees in order to recover the costs of the services or activities provided by the Township of Alfred and Plantagenet;

NOW THEREFORE the Municipal Council of the Township of Alfred and Plantagenet enacts as follows:

1. That the user fees be established as per Schedules "A" to "M" attached hereto and forming part of this by-law for services rendered being:

Administration

1.1. Fees for Administration services are listed in Schedule "A".

By-law Enforcement

1.2. Fees for By-law Enforcement services are listed in Schedule "B".

Construction

1.3. Fees for Construction services are listed in Schedule "C".

Finance

1.4. Fees for Finance services are listed in Schedule "D".

Fire

1.5. Fees for Fire services are listed in Schedule "E".

Marina

1.6. Fees for Marina services are listed in Schedule "F".

Parks and Recreation:

- 1.7. Fees for rental of recreation installations are listed in Schedule "G".
- 1.8. Fees for recreation programs and activities are listed in Schedule "H".
- 1.9. Fees for bar services are listed in Schedule "I".

Planning and Zoning

- 1.10. Fees for Planning and Zoning services are listed in Schedule "J".

Public Work

- 1.11. Fees for Public Work services are listed in Schedule "K".

Waste Management

- 1.12. Fees for Waste Management services are listed in Schedule "L".

Water and Sewer

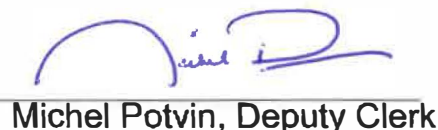
- 1.13. Fees for Water and Sewer services are listed in Schedule "M".

Indexing

2. Council may adjust fees for services in this by-law one or two times annually in accordance with the "Consumer Price Index" as published by Statistics Canada. Such adjustment to a fee for services shall not require an amendment to this By-Law.
3. That By-law 2018-62, By-law 2019-54, By-law 2019-70, By-law 2022-06, By-law 2022-10, By-Law 2023-06 and By-Law 2024-19 be hereby repealed.
4. That this by-law shall come in force and effect on January 01, 2025, unless otherwise specified in the applicable schedule.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 4th DAY OF FEBRUARY 2025.


Yves Laviolette, Mayor


Michel Potvin, Deputy Clerk

SCHEDULE "A" - TO BY-LAW 2025-14

ADMINISTRATION SERVICES FEES

Services	2025 Fees
Administrative fee (based on cost incurred)	15%
Burial Permits	\$35
Cheque without sufficient funds (NSF)	\$40
Council Agenda Package (hard copy)	\$10
Encroachments (+ legal costs incurred)	\$100
Faxes (per page)	\$3
Label pins	\$4
Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) Fees	As per Act
Processing of affidavits, official declarations, life certifications, and for acting as witness for individuals (some exceptions apply)	\$20
Photocopies (per copy)	\$0.50
Road maps (each)	\$5
Special access permit for the municipal Lagoons (not applicable)	-

HST is included in fees when applicable

SCHEDULE "B" - TO BY-LAW 2025-14
BY-LAW ENFORCEMENT FEES

Services	Fees
Administrative Monetary Penalty (AMP)	per By-Law 2023-56 as amended
Clean Yard	per By-Law 2019-78 as amended
Animal Control (dog tags, kennel license, pound fees)	per By-Law 2007-84 as amended
Fireworks	per By-Law 2022-30 as amended
Garage sales	per By-Law 2022-31 as amended
Parking	per By-Law 2023-56 as amended
Parks	per By-Law 2010-63 as amended
Property Standards	per By-Law 2001-47 as amended
No Truck Route	per By-Law 2011-73 as amended
Refreshment Vehicles	per By-Law 2014-24 as amended
Special Events Permit	per By-Law 2022-27 as amended
Temporary Structures	per By-Law 2014-42 as amended
Work order	per By-Law 47-2001 as amended

SCHEDULE "C" - TO BY-LAW 2025-14
CONSTRUCTION FEES

Services	Fees
Building Permit	per By-Law 2023-60 as amended
Development Charges	per By-Law 2023-46 as amended
Swimming Pools Enclosure	per By-Law 2018-60 as amended

SCHEDULE "D" - TO BY-LAW 2025-14
FINANCE SERVICES FEES

Services	2025 Fees
Certificate of Treasurer (Tax certificate) *	\$85
Cheque without sufficient funds (NSF)	\$40
Mortgage Account Opening Fees	\$25
Overpayment refund processing fee (Utilities & Taxes)	\$10
Reprint Tax bill & Utility invoice (per copy)	\$5
<i>Tax Registration for non payment of taxes:</i>	
A) Title Search (based on cost incurred)	15%
B) Tax Certificat registration (based on cost incurred)	15%
C) Extension Agreement	\$250
D) Publicaton in local newspaper (based on cost incurred)	15%
Tax Reminder Notice (outstanding accounts)	\$2
Transfer between accounts (Utility & Taxes)	\$10

***Written statement of arrears of taxes on each separate parcel of land as it appears in the Assessment Roll**

SCHEDULE "E" - TO BY-LAW 2025-14

FIRE DEPARTMENT FEES

Services	Fees
Emergency Services	per By-Law 2021-40 as amended
Fire prevention and fire safety	per By-Law 2010-86 as amended
Preventable Fires and Alarm Services	per By-Law 2021-40 as amended
Service Fees for alarm maintenance services (per By-law 2021-15 as amended)	\$50

HST is included in the fees when applicable

SCHEDULE "F" - TO BY-LAW 2025-14
MARINAS FEES - FOR BOAT LAUNCHES

Product	2025 Fees
Yearly use of boat trailer parking lots resident	\$25
Yearly use of boat trailer parking lots non-resident	\$150
Daily usage fee for boat trailer parking lots resident	\$10
Daily usage fee for boat trailer parking lots non-resident	\$25
Daily Boat ramp use fee during tournament	\$10
Pump out, with more than \$200 of gas	\$30
Pump out, with less than \$200 of gas	\$40

HST is included in the fees when applicable.

SCHEDULE "G" - TO BY-LAW 2025-14
RENTAL FEES FOR RECREATIONAL INSTALLATIONS AND EQUIPMENT

	2025
Hall/Centre (per day)	Fee
Alfred Recreation Centre (Small Hall)	\$150
Alfred Recreation Centre (Large Hall)	\$400
Curran Municipal Hall (Forum)	\$245
Lefavre Community Centre (MRG Joseph Charbonneau)	\$165
Plantagenet Community Centre (Serge R. Lalonde)	\$270
Town Hall Conference Room	\$115
Treadwell Community Centre	\$140
Wendover Community Centre (Lucien Delorme)	\$270
Installations	
Per Hour - Program fees at any facilities (Zumba, dance, arts course, etc.)	\$31.50
Weekend reservation - Friday, Saturday and Sunday until 11 a.m. (ex : Wedding)	\$600
Per Year - Non-profit organization (Private Hall)	\$640
Per Year - Non-profit organization (Shared Hall)	\$250
Per Year - Non-profit organization (Storage)	\$150
Sport Facilities (includes electricity and use of washrooms)	
Hourly per Courts (tennis, pickle-ball, basketball, beach volley-ball)	\$10
Hourly Baseball parks and Deck Hockey	\$31.50
Family reunion - Parks	\$140
Daily Skating rinks & Multisport surfaces	\$140
Tournament - Baseball parks	\$160
Outdoor special events - for tables, garbage bin, signage (for 200+ person)	\$100
Funerals (per day)	
Any Hall	\$180

Note :

Hall/Centre rentals of more than 10 times, on the same invoice, will be entitled to a 10% discount.

Municipal halls are free once a month for recognized non-profit organizations to hold meetings or fundraising events.

Recognized non-profit organizations and funerals are exempt from deposit charges.

A \$150 Deposit is required to cover for any damages and cleaning required for the reinstatement of the hall in the same state as before the rental.

A \$150 Deposit is required for bar services, available in Wendover and Plantagenet, and \$200 for satellite location.

A \$75 Set-up fee is required for hall/centre rentals of more than 200 people.

A \$50 Charge is required for use of audiovisual equipment (screen and projector), available in Wendover, Plantagenet, and Town Hall Conference Room.

Parks and courts are free of charge for local youth leagues organised by non-profit organisations.

More information about reservations et deposit fees is available in our Municipal Policy LOI-034.

HST is included in the fees.

**SCHEDULE "H" - TO BY-LAW 2025-14
RECREATION PROGRAMS AND ACTIVITIES FEES**

Pool	2025 Fees
Residents	
Daily swim for residents	\$5
Season individual passes for residents	\$42
Season family passes for residents	\$90
Group / Day Care passes for residents	\$150
Aqua-Zumba season pass / location for residents	\$55
Non-Residents	
Daily swim for non-residents	\$9
Season individual passes for non-residents	\$63
Season family passes for non-residents	\$160
Group / Day Care passes for non-residents	\$300
Aqua-Zumba season pass / location for non-residents	\$85

Swimming courses	2025 Fees
Residents	
Regular lessons for 1 child (residents)	\$90
Regular lessons for 2 children from the same family (residents)	\$140
Regular lessons for 3 children from the same family (residents)	\$175
Regular lessons for 4 children from the same family (residents)	\$220
Semi-private lessons per child (residents)	\$110
Private lessons per child (residents)	\$120
Non-Residents	
Regular lessons for 1 child (non-residents)	\$115
Regular lessons for 2 children from the same family (non-residents)	\$165
Regular lessons for 3 children from the same family (non-residents)	\$205
Regular lessons for 4 children from the same family (non-residents)	\$250
Semi-private lessons per child (non-residents)	\$140
Private lessons per child (non-residents)	\$165

Other	2025 Fees
Bronze medallion	\$150
Bronze cross	\$160
Bronze medallion and Bronze cross	\$285

Swimming courses: HST is applicable to anyone aged 15 years or older.

**SCHEDULE "I" - TO BY-LAW 2025-14
BAR SERVICES FEES**

Products	2025 Fees
Non-alcoholic beer	\$4
Domestic Beer	\$6
Imported Beer (Corona, etc.)	\$7
Cooler (Smirnoff ice, Palm Bay, etc.)	\$7
Liquor (Crown Royal, Cognac, etc.)	\$7
Spirit (Vodka, Rhum, etc.)	\$6
Double	N/A
Shot	\$5
Virgin Caesar	\$4
Caesar	\$7
Wine Glass	\$6
Wine Bottle	\$25
Sangria Cocktail	\$7
Red Bull	\$4.50
Coffee	\$2
Perrier	\$2
Soft Drinks (Pepsi, Coke, etc.)	\$2
Water Bottle	\$2
Chips	\$2
Chocolate	\$2
Gum	\$2
Pepperoni et fromage	\$2

HST is included in the fees when applicable.

SCHEDULE "J" - TO BY-LAW 2025-14

PLANNING AND ZONING FEES

Per Zoning By-Law 2024-67

Effective Jan. 1st, 2025

Services	Fees
Official Plan amendment	\$3,585
Zoning By-law amendment	\$2,635
Removal of the holding provision	\$1,200
Consent (land severance)	\$660
Part lot control removal	\$360
Minor variance	\$780
Plan of subdivision	\$5,975
Subdivision agreement	N/A
Works supervision	\$395 / unit
Legal fees	\$2,990
Administration fees	15%
Condominium plan	\$2,990
Exemption application	\$420
Site plan agreement	\$480
Deposit	\$5,860
Legal fees	Deducted from deposit
Administration fees	15%
Engineering fees	Deducted from deposit
Committee of adjustment – per meeting (each member)	\$75
Park land fees	\$1,200
Written information request	\$95
Written opinion	\$95
Compliance report	\$120
Solar panels (resolution and zoning certificate)	\$95
Encroachment agreement	\$120

HST is included in the fees.

SCHEDULE "K" - TO BY-LAW 2025-14
PUBLIC WORK FEES

Services	Fees
Entrance permit (By-Law 2016-12)	\$150
Ditch filling permit (By-Law 2010-92)	\$100
Road cut permit (By-law 2015-96)	\$200 + Deposit

HST is included in the fees when applicable

SCHEDULE "L" - TO BY-LAW 2025-14

WASTE MANGEMENT FEES

Landfill Site	
Type	Fees
Tipping fees	per By-law 2009-55 as amended

Waste Collection		
Number of containers	Type of container	Fees *
1	120 L	\$250
1 to 3	360 L	\$720
4 to 6	360 L	\$1,800
1	4 yards	\$3,000 / container
1	6 yards	\$4,000 / container
1	8 yards	\$5,000 / container
* per By-law 2009-55 as amended (2024-43)		

**SCHEDULE "M" - TO BY-LAW 2025-14
WATER AND SEWER FEES**

Services	2025 Fees
Cheque without sufficient funds (NSF)	\$40
Mailing fee	\$2
Overpayment refund processing fee (Utilities & Taxes)	\$10
Reprint Utility invoice (per copy)	\$5
Transfer between accounts (Utilities & Taxes)	\$10
Water meter readings	\$55
Water shut-off	\$55
Water turn-on	\$55
Alfred/Lefaire Water and Sewer Service Rate User Charge	By-law 2025-11
Plantagenet Water and Sewer Service Rate User Charge	By-law 2025-12
Wendover Water and Sewer Service Rate User Charge	By-law 2025-13