

THE CORPORATION OF THE VILLAGE OF WESTPORT

BY-LAW 2024-37

Being a By-law to Impose Fees or Charges on any class of persons for services or activities provided to them by the Corporation of the Village of Westport and to rescind By-law 2023-62.

WHEREAS the Municipal Act, 2001, S.O. 2001, as amended, c. 25, Part XII, Section 391(1), authorizes a municipality to pass by-laws imposing fees or charges on any class of persons for services or activities provided to them by the municipality;

AND WHEREAS the Municipal Act, 2001 S.O. 2001, as amended, c. 25, Part XII, Section 398(2) authorizes the treasurer of a local municipality to add fees and charges imposed by the municipality to the tax roll and to collect them in the same manner as municipal taxes;

NOW THEREFORE the Council of the Corporation of the Village of Westport hereby enacts as follows:

1. That the fees outlined on Schedule 'A', attached to this by-law, apply to all persons to whom the specified services or activities have been provided and shall be paid in full at the time the service is requested.
2. That any unpaid fees or charges may be added to the Tax Roll for any real property in the Village and shall be collected in the same manner as municipal taxes.
3. That authority be delegated to the CAO or designate such that the fees and charges schedule be adjusted annually, on January 1, by up to the Consumer Price Index of the current year.
4. That By-law 2023-62 and any other by-laws or portions thereof conflicting with this by-law are hereby repealed on the effective date of this by-law.
6. This by-law shall come into force and take effect as of the date of passage.

ENACTED AND PASSED THIS 17th DAY OF DECEMBER 2024.


MAYOR


CLERK

Corporation of the Village of Westport		
Schedule “A” to By-Law 2024-37		
Schedule of Fees – 2025 General Rates and Fees		
General Administrative Fees		
•Issued at Town Hall •Room rentals subject to availability •Advertising Fees are Annually •HST is included where applicable and will be separated for billing purposes		
General		
Fee Description	Fee	Notes
General Administration Services	Cost +15% + HST	
Issue Burial Permits	\$16.00	
Issue Burial Permits – Outside Office Hours	\$175.00	
Lottery License Fee	3% of Total prize value	
Mileage Rate	\$0.70	per km rate
Refreshment Vehicle License – Seasonal	\$520.00	
Refreshment Vehicle License – Per Event	\$160.00	
Request for Information – MFIPPA	\$5.00	
Request for Information – MFIPPA – Processing fee	\$30.00	per hour rate
Advertising		
Fee Description	Fee	Notes
Wall (Kudrinko's) – Sign Space 24” x 18”	\$60.00	
Digital Advertising - Info Centre kiosk	\$60.00	
Treasury Services		
Fee Description	Fee	Notes
Interest on Unpaid Accounts Receivable > 30 days	1.25%	
Interest on Unpaid Taxes - Outstanding taxes and tax arears	1.25%	
Insufficient Funds Charge (NSF)	\$60.00	
Tax Certificate	\$50.00	
Zoning Certificate	\$165.00	
Building Services		
•Provided by the Township of Rideau Lakes	Applications, Licences & Permits	
By-law Services		
•Dog Licenses are waived for dogs under 1 year and new residents		
Animal Control		
Fee Description	Fee	Notes
Dog Licenses (Before March 31 st)	\$17.00	
Dog Licenses (After March 31 st)	\$34.00	
By-Law Services		
Fee Description	Fee	Notes
Unkempt Lawn Maintenance Service (Min 2 hours)	\$130.00	per hour + HST
Hazardous Tree Removal	Cost +15% + HST	
Removal of Garbage and debris from private property	Cost +15% + HST	
Fire and Life Safety		
•Burn Permits Issued by Town Hall •Rentals Subject to approval from Village and Fire Department		
Burn Permits		
Fee Description	Fee	Notes
Incinerator Permit	\$10.00	
Brush Fire Permit	\$10.00	
Service Cost Recovery		
Fee Description	Fee	Notes
Heavy or Specialized equipment required for response	Cost +15% + HST	
Planning		
•Deposits are to cover Village Expenses. Costs above the deposit amount will be Cost + 15% + HST •Authority derived from Policy for Planning Applications		
Land Use Planning		
Fee Description	Fee	Deposit
Application for Plan of Subdivision	\$4,500	\$5,000
Application for Plan of Condominium	\$4,500	\$5,000
Application for Official Plan Amendment	\$1,100	\$3,000
Application for Zoning By-Law Amendment	\$1,100	\$3,000
Site Plan Control	\$1,100	\$1,500
Application for Minor Variance	\$1,038	\$3,000
Application for Land Severance	\$750	
Application to Lift Holding Provision	\$750	
Pre-Development Meeting with Planner	\$375	
Public Works		
•For the purpose of cost recovery at the discretion for the Manager of Public Works or designate •HST is included where applicable and will be separated for billing purposes		
General		
Fee Description	Fee	Notes
Address/911 Plate	\$35.00	

Corporation of the Village of Westport		
Schedule "A" to By-Law 2024-37		
Schedule of Fees – 2025 General Rates and Fees		
Equipment		
Fee Description	Fee	Notes
Roadway Barricades Monthly (if Available) each	\$160.00	
Wooden Barricades Daily (if Available) each	\$5.00	
Pylons Daily (if Available) ea.	\$2.00	
Compact Wheel Loader Hourly (Incl. Operator)	\$270.00	
Dump Truck Hourly (F-550 Incl. Operator)	\$200.00	
Pickup Truck (1/2 Ton Incl. Operator)	\$110.00	
Street Sweeper (Loader Incl. Operator - If and When available)	\$300.00	
Special Waste Collection (Per Collection) *	\$155.00	* 25% premium added if unscheduled call in by Staff
Waste and Recycling		
•Subject to availability		
Fee Description	Fee	Notes
Blue Box Recycle Bin	\$12.00	
Garbage Bin Replacement Fee (private damage/loss)	\$125.00	
Garbage Bin Fee (Monthly)	\$22.00	
Garbage Bag Tags	\$2.50	per tag
Westport Clear Garbage Bags (Small)	\$15.00	per 10 bag bundle
Recreation and Culture		
Arena – WTC Communications Centre		
•Youth (80% of participants less than 16 years of age for unorganized event)		
•Non-Prime is Monday to Friday 8:00am to 4:00pm		
•HST is included where applicable and will be separated for billing purposes		
Ice Rentals – Hourly Rate		
Fee Description	Fee	Notes
Youth	\$140.00	
Adult	\$190.00	
Non-prime Rate	\$110.00	
Room & Arena Floor Rentals – Hourly Rate		
Fee Description	Fee	Notes
Upstairs Room/Canteen	\$37.00	per hour
Arena Floor - 1/2 Floor	\$30.00	per hour
Arena Floor - Full Floor - Non-Commercial Events	\$55.00	per hour
Arena Floor - Full Floor - Commercial Events	\$90.00	per hour
Special Waste Collection (Per Collection) *	\$160	* 25% premium added if unscheduled call in by Staff
Arena Advertising – Annual Rate		
Fee Description	Fee	Notes
Arena Advertising Ice Board – 4' x 8'	\$505.00	
Arena Advertising Double Perimeter Wall Space	\$640.00	
Arena Advertising Perimeter Wall – 4' x 8'	\$320.00	
Arena Advertising Zamboni Space	Sponsored until 2031	
Arena/Lockwood Outdoor Space – 4' x 8'	\$320.00	
Arena Entrance Marquee Sign Space – 12.5" x 9"	\$135.00	
Digital Advertising - Arena Lobby TV	\$60.00	
Harbour - Westport Municipal Harbour		
•Shoulder Season Prior to June 30 th and After Labour Day.		
•All Seasonal must report time and date of return when overnighting out of Harbour.		
•All Seasonal slips must sign a Rental Contract by June 1 st .		
•All Spaces and services subject to availability.		
•HST is included where applicable and will be separated for billing purposes		
Daily Day Docking Rates		
Fee Description	Fee	Notes
Boats Smaller than 30' (9.1m)	\$6.00	
Boats Larger than 30' (9.1m)	\$12.00	
Water Service	\$6.00	+ Daily Rate
Hydro Service	\$6.00	+ Daily Rate
Overnight Docking Rates		
Fee Description	Fee	Notes
All Boats	\$2.00	per foot
Hydro 30 Amp Service	\$6.00	
Hydro 50 Amp Service	\$12.00	
Water Service		Included

Corporation of the Village of Westport		
Schedule "A" to By-Law 2024-37		
Schedule of Fees – 2025 General Rates and Fees		
Monthly Overnight Docking Rates		
Fee Description	Fee	Notes
Shoulder Season Discount for full Month (in advance)	Daily Night Rate less 15%	
Regular Season Discount for full Month (in advance)	Daily Night Rate less 10%	
Hydro 50 Amp Service	\$55.00	+ Monthly Rate
Water Service		Included
Seasonal Day Docking Pass Rates		
Fee Description	Fee	Notes
Small Boats (Less than 30'9.1m)	\$42.00	
Hydro 30/50 Amp Service	\$6.00	+ Daily Rate
Water Service	\$6.00	+ Daily Rate
Seasonal Docking Rates		
Fee Description	Fee	Notes
Seasonal	\$90.00	per sq. ft.
Hydro 30 Amp Service	\$180.00	
Hydro 50 Amp Service	\$310.00	
Water Service		included
Harbour Advertising Space		
Fee Description	Fee	Notes
Harbour Office Advertising per season	\$320.00	
Information Centre		
•Open Seasonally		
•HST is included where applicable and will be separated for billing purposes		
Fee Description	Fee	Notes
Rentals - Front Lawn	\$10.00	
Public Washrooms		
Shower Rate (Tap Available)	\$1.00	per minute
Outside Faucet access Coin only	\$1.00	
Rideau District Museum		
Fee Description	Fee	Notes
•Admission Free – Donations Welcome	Donation	
•Westport Books can be purchased at Town Hall or Online		
Westport Book Part #1	\$25.00	
Westport Book Part #2	\$25.00	
Westport Book Part #3	\$25.00	
Diaries	\$10.00	
Parks		
•Public use unless rented/reserved		
•Parking lot Access included unless otherwise informed at time of rental		
•Lockwood stage Rental Includes Foreground and Rear Lawn for Staging		
•Athletic facilities rented only for their intended use		
•HST is included where applicable and will be separated for billing purposes		
Lockwood Park		
Lockwood Stage		
Fee Description	Fee	Notes
Lockwood Stage Rental - Daily	\$37.00	
Lockwood Stage Rental - Weekend	\$54.00	
Sound System (Village Set-up required)	\$375.00	
Mobile Stage Supply and Set-up/Take Down	\$500.00	
Movie Screen and Projector	\$130.00	
Special Waste Collection (Per Collection) *	\$80.00	
*Note 25% premium added if unscheduled call in by Recreation staff		
Lockwood Baseball Diamond		
Fee Description	Fee	Notes
Baseball Diamond Hourly	\$16.00	
Baseball Diamond Hourly with Lights	\$26.00	
Baseball Diamond Daily	\$156.00	
Baseball Diamond Weekend	\$260.00	
Tournament Daily (Includes one waste collection)	\$260.00	
Special Waste Collection (Per Collection) *	\$156.00	* 25% premium added if unscheduled call in by Staff
Lockwood Half Basketball Court		
Fee Description	Fee	Notes
Basketball Court Hourly	\$10.00	
Spring Street (Fetch Murphy Way) Park, Gazebo		
•Public use unless rented/reserved		
•No Dedicated Parking (Limited Public Parking Available)		
•Includes Foreground (spring)		
•HST is included where applicable and will be separated for billing purposes		

Corporation of the Village of Westport		
Schedule "A" to By-Law 2024-37		
Schedule of Fees – 2025 General Rates and Fees		
Fee Description	Fee	Notes
Gazebo Hourly	\$10.00	
Gazebo Daily	\$52.00	
Gazebo Weekend	\$160.00	
Special Waste Collection (Per Collection) *	\$78.00	* 25% premium added if unscheduled call in by Staff
Water & WasteWater Services		
Fee Description	Fee	Notes
Water Meter	\$600.00	
•Water By-law # 2023-07		
•Water & WasteWater Rates By-law #2024-38		
•Connection Fee By-law #2021-01		