



**THE CORPORATION OF THE TOWNSHIP OF ST. CLAIR
BY-LAW NUMBER 11 OF 2025**

**Being a by-law to impose user fees and
charges within the Township of St. Clair
(replacing By-law Number 11 of 2024)**

WHEREAS the Municipal Act, S.O. 2001, c.25, Section 391.1 provides municipalities the authority to impose fees or charges on persons;

AND WHEREAS the Corporation of the Township of St. Clair wishes to impose fees or charges for:

- (a) Services and activities provided and done;
- (b) Costs payable by it for services and activities provided by the Township;
- (c) The use of Township property, including property under Township control.

NOW THEREFORE the Municipal Council of the Corporation of the Township of St. Clair enacts as follows:

1. That Schedule 'A' attached hereto forms part of this by-law and the fees contained therein become effective upon the passing of this by-law.
2. That by-law 11 of 2024 be hereby repealed.
3. That this by-law come into effect upon its passing.

This By-law is considered to have been read a FIRST, SECOND and THIRD time and finally passed this 17th day of March, 2025.



Mayor Jeff Agar



Clerk Jeff Baranek



Township of St Clair
Schedule "A" to By-Law 11 of 2025

PLANNING & ADMINISTRATION		Detail / Additional Expenses	Approved Fees 2025
Official Plan Amendments	Basic fee		\$2,800
	If proceeding as a result of discovered illegal use		\$3,200
	Basic fee		\$2,000
Zoning By-Law Amendments	If proceeding as a result of discovered illegal use		\$2,500
OPA & ZBA – concurrent application	Total cost for both OPA & ZBA		\$4,000
Re-zoning as a condition of consent			\$1,000
Validation of Title Application			\$1000
Removal of Holding Symbol			\$500
Deeming By-Law			\$500
Application for Minor Variance			\$500
Application for Consent			\$1000
Stamping of each deed			\$200
Site Plan Applications	*all site plans are subject to additional costs for registration on title		
Developing Value Lower than \$100,000	+ \$250 Engineering Consulting Fee		\$1,500 +
Developing Value Higher than \$100,000	+ \$500 Engineering Consulting Fee		\$2,000 +
Site Plan Amendments			\$1000
Site Plan Compliance Letter			\$100
By Severance	*Subject to an additional fee of \$100 per lot		\$100
Per Subdivision and All others			2% of dev. costs
Engineering Fees			3% of dev. costs
Temporary Modular Building Agreements	+ \$200/unit		\$400 +
Zoning Certificates			\$75
Lot Release Certificate			\$50
Removing a By-Law Registered to Title			\$200
Second Dwelling Agreement			\$200
St. Clair Region Conservation Authority			\$ current fee prescribed by SCRCA
Refreshment Vehicle/Food Vendor Permits	Transient		\$100
	Stationary		As per the annual RFP
	At least one applicant is resident of the township		\$120
Marriage Licenses	Two non-residents		\$150
Burial Permit			\$20
Dog Licencing			
Neutered or Spayed with Rabies Shot			\$25
Neutered or Spayed without Rabies Shot			\$35

PLANNING & ADMINISTRATION		Detail / Additional Expenses	Approved Fees 2025
Unneutered or Spayed with Rabies Shot			\$50
Unneutered or Spayed without Rabies Shot			\$60
Dog Redemption from Pound	Township Redemption Fee + Applicable Fines		\$25
Kennel License	New		\$250
	Renewal		\$100
Taxicab License	New		\$100/vehicle
	Renewal		\$50/vehicle
Taxicab Brokers License	New		\$100
	Renewal		\$50
Taxi Operators Drivers License	New		\$40
	Renewal		\$20
Copy of Zoning By-Law	Online Copies Only		\$0
Copy of Official Plan	Online Copies Only		\$0
Commissioner of Oaths Signature	* non-resident		\$20
Cemetery Fees			
Interment			\$800
Interment – Cremation			\$400
Interment – Infant/Child			\$60
Winter Burial Surcharge	Dec 1- April 1 (if applicable)		\$250
Sunday Burials	Ordered by Medical Officer of Health – additional fee		\$200
Saturday Burial Surcharge			\$150
Cancellation/Transfer Administration Fee			\$50
BUILDING PERMITS		Detail / Additional Expenses	Approved Fees 2025
Residential		+ \$0.60/ft ² gross area	\$100 +
		Completion Deposit (refundable)	\$1,000
		St. Clair River Trail Crossing Deposit (refundable)	\$2,000
	Garages and Accessory Buildings/ Structures	+ \$0.20/ft ² gross area	\$100 +
	Residential Building Enlargement/Alterations	+ \$5/\$1,000 est. value	\$100 +
	Apartments and Multiple Housing	+ \$0.60/ft ² gross area	\$100 +
	New Commercial and Industrial Buildings	+ \$0.60/ft ² gross area	\$100/unit +
	Commercial/Industrial/Public Building Renovations & Other	+ \$5/\$1000 est. value	\$100 +
	Farm Buildings	+ \$0.10/ft ² (max \$1,000)	\$100 +
	Industrial Wind Turbines	per turbine	\$10,000
	Decommissioning / Letter of Credit per turbine		\$200,000

BUILDING PERMITS		Detail / Additional Expenses	Approved Fees 2025
Liquor License Inspections for Existing Buildings			\$50
Miscellaneous – swimming pools, tents, constructions trailers			\$200
Building Relocation		+ all inspection costs	\$100 +
		+ Residential Fee + \$0.60/ft ² gross area	\$100 +
		+ Completion Deposit (refundable)	\$3,000
		+ Heavy Load permits as required	\$ current price
		Institutional Property	\$50
Sign Permit Fees		Commercial Property	\$60
		Industrial Property	\$100
DOUBLE PERMIT FEES		Will be imposed on fees if construction commences without a permit	-
PUBLIC WORKS/WATER FEES		Detail / Additional Expenses	Approved Fees 2025
Service Connection Permit		Water	\$50
		Storm	\$50
		Sanitary	\$50
		Hydro cable, tile, etc.	\$50
Road Crossing – Residential		Hydro cable, tile, etc.	\$100
Road Crossing – Commercial/Industrial		Hydro cable, tile, etc.	\$100
Seismic Testing on Road Allowances - Permit			\$100
Pipeline Crossing		Commercial	\$1,000
Oversize Load Moving		Permit	\$75
		Annual Permit	\$300
		Supersize Load Permit	\$150
Seismic Testing on Road Allowance		Per Kilometre	\$1,000
Seismic Testing Road Crossing		Per cable	\$100
Pipeline Crossing Road Crossing			\$2,500
Pipeline Crossing Municipal Drain			\$2,500
Pipeline Running within Road Allowance		Per Kilometre	\$5,000
Pipeline Running within Road Allowance		Per inch/ Per Kilometre	\$5,000
Encroachment (drain crossing a road)		Residential/ Agricultural	\$200
		Commercial	\$1,000
Damage Deposit		Oversize Load – Single Move Permit	\$5000
		Oversize Load – Annual Move Permit	\$5,000 / Per Affected Road
		Super Oversize Load	\$25,000

PUBLIC WORKS/WATER FEES		Detail / Additional Expenses	Approved Fees 2025
Pipeline Running in Road Allowance	Per inch surcharge (per inch/per kilometre)	\$1,000	
Buy-in Fees for Municipal Services	Water	Varies	
	Storm	No Charge	
	Sanitary	Varies	
Water Service Installation	Existing residential lots up to 25mm	\$2,500	
	Lots created by Severance	Actual Cost (\$2,500 minimum)	
	Service > 25mm + oversizing costs	\$2,500 +	
	Regular Hours Scheduled Within 48 Hours	No Charge	
	Regular Hours Unscheduled	1 HR Charge	
Water Service Shut Off	Regular Hours Emergency	No Charge	
	After Hours Emergency	No Charge	
	After Hours Non- Emergency	Actual Cost	
	Shut off Includes meter storage, no monthly fee, includes turn on with 48 hours notice.	\$25	
Seasonal Turn On/Off	Without Notice	1 HR Charge	
Construction Water	90 Day Maximum, then Meter must be installed	\$1/\$1,000 bldg. value	
Water Meter	Any Size	Actual Cost + ERT	
Backflow Preventor	¾" x ¾"	Actual Cost	
Meter Replacement	At owners' request	Actual Cost	
Meter Repair	Frozen Meter	Actual Cost	
Meter Testing	If requested by Owner and within 5%, homeowner to pay. If off more than 5%, no charge to owner.	Varies	
Water Meter Check	Owner requests meter checked due to high consumption including remote reading and diagnostic issues	\$50	
Water Testing	Chlorine Testing – Other testing is through LPH	No Charge	
Hydrant Testing (Third Party) for Fire Flow	48 Hours Notice Minimum (results must be provided to municipality)	\$50	
Water Service or Sanitary Cleanout Locate	Through "ONE CALL"	No Charge	
Bulk Water Account Set-Up	Not Via "ONE CALL"	\$25	
	New System- No Key Required	\$50 deposit + \$7.50/month	
	Price per Bulk Site		
Storm Lateral	Deposit refundable upon, account closure.		
	Existing Residential Lots - 125mm Connection	\$3000	
	Lots Created by Severance	Actual Cost (\$3000 minimum)	
Sanitary Lateral	Commercial Connections	Actual Cost (\$3000 minimum)	
	+ applicable buy in	Actual Cost +	

PUBLIC WORKS/WATER FEES		Detail / Additional Expenses	Approved Fees 2025
Curb Cut	Minimum		\$300 or \$75/meter which ever is greater
Curb and Gutter Fill	Per metre		\$200
Blue Box			\$15
9-1-1 Sign	Sign Only		\$50
	Installation – Includes Sign and Post and Installation		\$150
Addition of Tenant to Water Account			\$50
NSF Cheque			\$50
Arrears	Disconnection for Arrears notice left on-site when water is turned off		\$75
Additional Copy of Invoice	Paper and Multiple PDF Copies (PDF emails no charge)		\$5
Missing Multiple Appointments	I&I and UB appointments (1 hour at current labour hourly rate)	1 hour at current labour rate	
Account Transfers	Payments made to wrong account (first time no charge)		\$10
Data and Information Requests- >14 hours staff time	Staff hours beyond 14 x current wage	Actual Cost	
Request for Quotes - 3 rd Party Servicing		\$2500	
Requests for Drawing/Site Review	Outside of site plan – first 5	No Charge	
	All requests beyond 5	\$100 each	
WATER AND SANITARY SEWER USAGE RATES			
Rural Driveways with Road-side ditch	*as per current separate usage rates by-law		
	Installation of new culvert/driveway surface	\$2,500	
	Replacement of existing culvert	\$2,500	
Tile Loan Inspection Fee	One Man, One Truck	\$200	
Early Tile Loan + Drainage Debenture Payout	Administration Fee	\$50	
Drain Interest	Maintenance & Capital	@ Bank Rates	
Drain Apportionment Agreement	Per served lot	\$100	
Drainage Administrative Fee	Flat rate per Property (Capital, Maintenance and Pumping)	\$10	

FIRE DEPARTMENT		Detail / Additional Expenses	Approved Fees 2025
Inspections			
Residential Dwelling			\$100
Daycare Centers			\$200
Home Daycare Centers			\$100
Multi-Unit		\$300 minimum	\$100/hr
Assembly Units		\$300 minimum	\$100/hr
Commercial and Industrial Buildings			\$100/hr
AGCO Licensing		Inclusive of authorization letter	\$100
Re-Inspection Fee		After 2 nd inspection, no charge for 1 st reinspection due to inspection order (\$100 minimum)	\$100/hr
Special events requesting a Fire Inspection			\$150
Food Truck		Annually	\$100
Fire Inspection Report/File Search/Incident Report		Processing request, reviewing files and composition of letter	\$100
Requested Inspection for Sale or Purchase of Property			\$100/hr
Firework and/or Pyrotechnic Permit			\$200
Approval of Non-Residential Building		When not part of site plan process	\$100/hr
Review of Alternative Solution		Under the Ontario Fire Code	\$100/hr
Review of Risk Management/ Emergency Response Plan			\$100/hr
Risk and Safety Management Plan (RSMP) Reviews			\$100/hr
Fire Safety Plan		Includes fire safety plan box	\$150
Motor Vehicle Collisions		MTO Highway – Non-Residents	Current MTO Rate
		County and Municipal Roads – Non-Residents	Current MTO Rate
Incidents		Including – technical rescue, foam, 3 rd party agencies, personnel, apparatus, equipment, supplies, 3 rd party providers	Incurred Costs
Fire Watch			Current MTO Rate
Event Standby		Current MTO Rate	MTO Rate per Hr
Open Burning Violation		MTO rate + incurred cost + admin fee	Current MTO Rate /HR + costs + admin
Nuisance/Preventable Panel Alarm		(3 rd and subsequent offences) or caused by service personnel failing to notify- including residential and commercial	Current MTO Rate/HR + additional time at ½ HR increments

TAX DEPARTMENT		Detail / Additional Expenses	Approved Fees 2024
Tax Certificates			\$55
	A - Send list for sub search to determine owner, encumbrances, legal, etc. plus request sheriff's certificate		\$245
Prior to Registration	B – Final Notice of intent prior to registration		\$155
	First Notice given within 60 days of registration of tax arrears certificate		\$155
Prior to Sale	Treasurers Declaration		\$75
	Final Notice sent within 30 days of the expiry of 280 days after registration warning of pending sale		\$155
	Redemption Period expires 1 year after registration – treasurer verifies no payment made		\$35
Tax Arrears Paid	Payment received prior to expiry of 1 year redemption		\$35
	Cancellation certificate		\$400
Extension Agreements	Bylaw authorizing extension agreement – prior to 1 year expiry period		\$400
	Terms of Agreement fulfilled – Cancellation certificate registered		\$400
Sale of Land by Public Tender	Land Advertised for Sale		\$2,300
	Tenders Opened		\$145
	Notice to the highest tenderer requesting payment of balance amount		\$75
	Land Advertised for Sale		\$2,300
Sale of Land by Public Auction	Bidder immediately pays, treasurer declares successful purchaser		\$75
	Auctioneer issues receipt		\$35
	List of land offered for sale – prepared by auctioneer		\$75
Tax Deed Issue and Registration	Tax deed and statutory declaration		\$500
	Sale Proceeds less cancellation price – paid to Superior Court of Justice		\$245
Accessory Costs	Including – surveying, legal fees or any other costs incurred	Actual Cost	
Urgent Tax Certificates			\$75
Tax Account Hardcopy			\$5
Unpaid Accounts	Move Amounts to tax rolls		\$10

COMMUNITY SERVICES		Detail / Additional Expenses	Approved Fees 2025
Swim Programs (per 10 Lesson Session)			
Private Lessons/Semi-Private Lessons - 2 children			\$195.00
Adult Lesson - Drop In			\$12.50
30 min Swim Lesson			\$85.00
45min Swim Lesson			\$90.00
Swim Evaluation Fee			\$5.00
Advanced Courses			
Standard First Aid CPR-C			\$155.00
Standard First Aid CPR-C Recert			\$90.00
National Lifeguard Service (NLS)			\$290.00
NLS Recert			\$95.00
Instructor Course (20hrs only)			\$165.00
Stay Safe			\$65.00
Babysitting Course			\$82.50
Bronze Medallion w Emergency 1st Aid		Extra fees for materials added to course	\$123.00
Emergency First Aid			\$57.50
Bronze Cross		Extra fees for materials added to course	\$123.00
SFA CPR C- offered with Bronze Cross		additional Fee	\$105.00
Aquatic Supervisor Training			\$175.00
Public/Recreational Swims			
Child Swim			\$3.25
Adult Swim			\$4.50
Family Swim			\$10.50
Public Skate Admissions			
Child Skate			\$3.25
Adult Skate			\$4.50
Family Skate			\$10.50
Shinney Hockey			\$5.00
Family and Friends Skate		During Weekdays	\$2.50
Pool Passes			
10 Child Swim Pass			\$27.63
10 Adult Swim Pass			\$38.25
10 Family Swim Pass			\$89.25
Fitness Centre Memberships			
Single Fitness Class Pass			\$7.00

COMMUNITY SERVICES		Detail / Additional Expenses	Approved Fees 2025
Facility Day Pass - Single			\$12.00
Facility Day Pass - Senior (60+)			\$7.00
1 Month - Single			\$67.50
1 Month - Senior			\$57.50
6 Month - Single			\$330.00
6 Month - Senior (60+)			\$280.00
6 Month - Couple			\$495.00
6 Month - Family			\$685.00
1 Year - Single			\$620.00
1 Year- Senior (60+)			\$525.00
1 Year - Couple			\$930.00
10 Visit Pass - Single			\$70.00
Children Recreational Activities			
Day Camp Daily Rate			\$48.50
Day Camp Weekly Rate			\$206.13
Day Camp - Full Summer Rate			\$1,709.63
Early Drop Off OR Late Pick up (Extra Fees) / day/time			\$5.00
Early Drop Off & Late Pick UP (Extra Fee) / week			\$35.00
Rentals			
Chapel Rentals – Wedding			\$300
Meeting Room - Full day			\$100.00
Meeting Room- Hourly Fee			\$25.00
Hall Kitchen - Full Day	when Hall is open to public		\$150.00
Hall Rental - Full day			\$300.00
Hall Rental - Hourly			\$40.00
Pool Rental - 1-30 ppl	per hour		\$145.00
Extra Lifeguard	per guard / hour - fees reflective of policy requirements		\$52.50
Ice Rental - Prime Time - Fall Winter	5pm onward		\$220.00
Ice Rental - Non-Prime Time - Fall and Winter	before 5pm		\$125.00
Ice Rental - Summer	May 1 to Sept 1		\$220.00
Floor Rental - Adult Full Day			\$500.00
Floor Rental - Hourly			\$55.00
Last Minute Ice * NEW*			\$125.00
Large Pavillion - Full Day			\$160.00
Cathcart Half Pavillion Rental - Full Day			\$80.00

COMMUNITY SERVICES		Detail / Additional Expenses	Approved Fees 2025
Regular Pavillion - Full Day			\$100.00
Park Open Space			\$100.00
Park Concession Stand Fee / day			\$50.00
Court Fee /hourly fee			\$20.00
Court Fee half day	4 hours or less		\$40.00
Soccer Pitches Half Day			\$50.00
Soccer Pitches Full Day			\$100.00
Ball Diamond Light Fee - Per Diamond			\$50.00
Ball Diamond - hourly min of 2 hour rental			\$31.00
Ball Diamonds - Adult - Leagues/Team/Season	Min 2 HOUR		\$26.00
Golf Course - these fees effective Jan 1st 2023			
Adult 7 day Unrestricted			\$2,720.93
Adult 7 Day Restricted			\$2,139.82
Second Adult 7 Day Unrestricted			\$1,861.95
Second Adult 7 Day Restricted			\$1,421.99
Senior Unrestricted			\$2,720.93
Senior Restricted			\$2,139.82
Non-Prime Time Restricted			\$1,777.49
Intermediate A (19-25 years old)			\$1,668.11
Intermediate B (26-35 years old)			\$2,198.90
Junior A			\$496.33
Junior B			\$553.76
Family 2 Adults and Up to 3 Children under 19			\$4,550.37
Add a Junior Membership to any Adult Membership			\$363.70
Administration Fees			
Administration Fee			\$40.00
Booking Fee (Campgrounds)			\$12.95
Cancellation / Deposit Fee			20.00%
NSF Fee			\$55.00
Membership Hold Fee	Annual Membership can be placed on hold for up to 6 months out of the year - hold fee attached each time you place on hold for up to the 6month allowed time		\$15.00
Automatic Late Fees	after 30 days, repeating every 30 days with no end date		5%
Not for Profit / School Board DISCOUNT			20%

COMMUNITY SERVICES		Detail / Additional Expenses	Approved Fees 2025	
Security Deposit		Facility		\$250.00
Security Deposit		Campgrounds		\$500.00
Community Event Security Deposit				\$1000
Campgrounds			Approved Fees 2025	Approved Fees 2026
Seasonal Grass Cutting			\$360.00	\$500.00
On Site Service Call Fee / Hour			\$50.00	\$50.00
Seasonal - (sewer,water,hydro)	Sewer, water, hydro		\$3,500.00	\$4,000.00
Seasonal - Mooretown - (water, hydro)			\$3,200.00	\$3,700.00
Daily - Non Sewer			\$50.00	\$52.50
Daily - Sewer Site			\$55.00	\$57.50
Daily Prime Sites			\$65.00	\$68.00
Weekly - Sewer (Non Prime)			\$330.00	\$345.00
Weekly - non sewer			\$300.00	\$315.00
Weekly - Prime sites			\$390.00	\$408.00
Additional Boat/Utility Summer Storage Weekly			\$30.00	\$30.00
Additional Boat/Utility Summer Storage Seasonal			\$360.00	\$360.00
Additional Boat / Utility Summer Storage Daily Fee			\$7.50	\$7.50
Basic Sites (Tent)- Cathcart & Branton Cundick			\$35.00	\$37.50
Seasonal Boat Mooring Fee			\$500.00	\$500.00
Boat Mooring (Daily) - Cathcart			\$7.50	\$7.50
Camping Cabins - Mooretown - Small			\$90.00	\$99.00
Camping Cabins - Mooretown- Large			\$112.00	\$118.00
Dump Station Usage - Non Camper Fee			\$25.00	\$30.00
Golf Cart Daily Fee (Transients)			\$5.00	\$10.00
Seasonal Golf Cart Fee			\$175.00	\$175.00
Weekly Golf Cart			\$30.00	\$30.00
Campground Cancellation Fee			\$360.00	\$12.95