

## **MUNICIPALITY OF CENTRAL MANITOULIN**

### **FEES BY-LAW 2026-06**

#### **BEING A BY-LAW OF THE MUNICIPALITY TO ESTABLISH AND REQUIRE THE PAYMENT OF FEES AND CHARGES FOR INFORMATION, SERVICES, ACTIVITIES AND USE OF MUNICIPAL PROPERTY**

**WHEREAS** Section 391 of the Municipal Act 2001, as amended, provides for a municipality to pass by-laws imposing fees or charges on any persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or its property including property under its control.

**AND WHEREAS** Section 69 of the Planning Act R.S.O. 1990, c. P. 13, as amended, provides that a municipality may establish a tariff of fees for the processing of applications made in respect of planning matters which tariff shall be designed to meet only the anticipated cost to the municipality or to a committee of adjustment or land division committee constituted by the council of the municipality or to the planning board in respect of the processing of each type of application provided for in the tariff;

#### **NOW THEREFORE THE COUNCIL OF THE MUNICIPALITY OF CENTRAL MANITOULIN HEREBY ENACTS A BY-LAW AS FOLLOWS:**

1. **THAT** for the purposes of this by-law, the following definitions shall apply;

“**Clerk**” shall mean the Clerk of the Municipality of Central Manitoulin,

“**Full Cost Recovery**” means all labour, equipment and material costs incurred by the Municipality,

“**Municipality**” shall mean the Municipality of Central Manitoulin,

“**Municipal Departments**” shall mean departments within the Municipality of Central Manitoulin, including but not limited to:

- i. Administration/Clerk’s Department
- ii. Public Works and Operations Department
- iii. Treasury Department
- iv. Fire and Emergency Services Department
- v. Animal Control
- vi. Building Department
- vii. Development Services – Planning Fees
- viii. Administrative Monetary Penalty

2. **AND THAT** no request by any person for the materials, service, information and documents listed relating to any administrative process, land, building or structure in the Municipality shall be acknowledged by the Clerk’s Department, Treasury Department, Fire and Emergency Service Department, Public Works and Operations Department, Animal Control Services, Building Department or Development Planning Services unless and until the person requesting the materials, services, information and documents has paid or have arranged to pay a fee where applicable in the amount prescribed as set out in Schedules A, B, C, D, E, F and G to this by-law.
3. **AND THAT** the Municipality shall apply fees for all services, information and documents as prescribed in Schedules A, B, C, D, E, F and G (2026 Rates and Fees) to this by-law.
4. **AND THAT** the fees as listed in A, B, C, D, E, F and G (2026 Rates and Fees) to this by-law shall be subject to applicable taxes.
5. **AND THAT** the fees as listed in Schedules A, B, C, D, E, F and G (2026 Rates and Fees) to this by-law are in addition to any costs incurred by the Municipality of Central Manitoulin, which costs may be payable in addition to the fees set out in the by-law.

6. **AND THAT** in the event any provision, or part thereof, of this by-law including Schedules A, B, C, D, E, F and G (2026 Rates and Fees) to this by-law is found by a court of competent jurisdiction, to be *ultra vires*, such provision, or part thereof, shall be deemed to be severed, and the remaining portion of such provision and all provisions of this by-law including Schedules A, B, C, D, E, F and G (2026 Rates and Fees) to this by-law shall remain in full force and effect.
7. **AND THAT** Fees imposed pursuant to this By-law shall be adjusted annually, without amendment to this By-law, commencing on the first day of January in the year following the enactment of this By-law and every subsequent year, up to a maximum rate that is in accordance with an index approved by the CAO and Treasurer. In addition, fees imposed pursuant to this By-law shall be increased nominally to a maximum of 5% to account for operational cost increases. Any increases higher than 5% must be approved by Council.
8. **AND THAT** this By-law shall come into full force and effect with the final passing thereof.

**READ A FIRST TIME THIS \_\_\_\_ DAY OF, \_\_\_\_, 2026.**

**READ A SECOND AND THIRD TIME AND FINALLY PASSED THIS \_\_\_\_ DAY OF  
\_\_\_\_, 2026.**

\_\_\_\_\_  
**Richard Stephens, Mayor**

\_\_\_\_\_  
**Denise Deforge, CAO/Clerk**

I, \_\_\_\_\_, Clerk of the Municipality of Central Manitoulin, hereby certify that the foregoing is a true copy of By-law 2026-06 passed by the Council of the Municipality of Central Manitoulin on the \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
**Clerk**

**SCHEDULE ‘A’**  
**ADMINISTRATION/CLERKS DEPARTMENT**  
**2026 FEES**

ITEM	CURRENT FEE
<b>ADMINISTRATION</b>	
Tax Certificate	\$75.00 Expedited \$125 (2 Business days)
Returned Cheque Fees (NSF)	\$7.00
Tax History Search	\$10.00
Building & Zoning Search	\$100.00 Expedited \$150.00 (2 Business days)
Mailouts (except taxes, water & sewer bills)	\$1.50
<b>PHOTCOPYING</b>	
Per page – Black and White (8 ½ x 11 & 8 ½ x 14)	Taxes included \$0.50
Per page – Black and White (11 x 17)	Taxes included \$1.00
Per page – Coloured (1 ½ x 11 & 8 ½ x 14)	Taxes included \$0.75
Per page – Coloured (11 x 17)	Taxes included \$2.00
<b>LOTTERY LICENCE FEES</b>	
Raffle Licence (With Prize under \$350.00)	No Charge
Raffle Licence (With Prize over \$350.00)	1.5 % of prize
Bingo Licence	1.5% of prize
Nevada Licence	\$9.00 per unit/box
<b>MISCELLANEOUS FEES</b>	
Marriage Licence	\$100.00
911 Sign	\$20.00
Commissioning of Affidavits/Declarations and Certification of documents	\$25.00
<b>FREEDOM OF INFORMATION</b>	
Freedom of Information Application (established by Provincial legislation)	\$5.00
Search Time required to search & retrieve	\$7.50/15 min
Records preparation required to prepare records for release	\$7.50/15 min
Photocopying/printing (MFIPPA only)	\$0.20 per page
<b>LICENCING</b>	
<b>Short Term Accommodation</b>	
Short Term Accommodation Registration Hosted	\$700.00
Short Term Accommodation Registration Unhosted	\$850.00
Short Term Accommodation Annual Renewal Hosted	\$250.00
Short Term Accommodation Annual Renewal Unhosted	\$550.00
Penalty for STA operation without a STA licence	\$1000.00
Council Appeal Fee	\$500.00
Investigation Fee	Up to \$600.00
<b>Trailer</b>	
Trailer Licence Fee with Building Permit – 1 year	\$0 + \$750.00 deposit
Trailer Licence Fee – 3 months	\$500.00 + \$500.00 deposit
Trailer Licence Fee – 1 year	\$750.00 + \$750.00 deposit
<b>Mobile Vendor</b>	
Mobile Vendor- Class A Stationary Units	\$750.00 per year
Mobile Vendor-Class B Mobile Unit	\$500.00 per year
Mobile Vendor- Class C Pushcart	\$250.00 per year
Mobile Vendor- Class D Door to Door Sales	\$250.00 per year

<b>TRANSFER STATION FEES</b>	
Household Garbage Bag Tags	\$3.50 per tag
Blue Box Recycling	No Fee
<b>Accepted at Providence Bay Site ONLY</b>	
Construction and Demolition Waste (loads over 10 cubic yard not accepted)	\$40.00 per cubic yard
Mattress and Box Springs	\$50.00 per item
Bulky Items (Couches, chairs, furniture etc.)	\$50.00 per item
Items containing refrigerant (Refrigerant removed & tagged) (Refrigerators, freezers etc.)	\$50.00 per item
Scrap Metal (Dryers, stoves, washer, water tanks etc.)	\$15.00 per unit
Clean Brush (loads over 10 cubic yards not accepted)	\$40.00 per cubic yard
Tires – only 4 per visit + E-waste recycling	No Fee
<b>RECREATION PROGRAMS</b>	
<b>Kids Summer Fun Program</b>	
Providence Bay Arena Summer Activities Ages 5 and up	Free
Swimming Lessons Mindemoya Government Dock	\$30.00 per child/Group
(if available)	\$50.00 per child/one on one lesson
<b>SENIORS PROGRAMS</b>	
<b>Drop-In Program</b> Mindemoya Library 4 <sup>th</sup> Thursday each month 2pm-4pm	Free
<b>Exercise Class</b> Prov Hall each Friday 10:30am-11:30am Sept-Dec	\$25.00/12 weeks
Mindemoya Hall each Monday	\$25.00/12 weeks
Market Vendor	\$15.00 per table/\$25.00 per 10 X 10
Central Manitoulin Yoga	Per Class \$10.00
Chair Yoga -Central Manitoulin	Per class \$5.00

**SCHEDULE ‘B’  
HALL & ARENA RENTAL  
2026 FEES**

<b>MINEDMOYA HALL</b>	<b>Full Day 8+hrs</b>	<b>8 Hour Rental</b>	<b>4 Hour Rental</b>	<b>2 Hour Rental</b>
Upstairs- Bare Floor Unlicensed	\$350.00	\$300.00	\$150.00	\$75.00
Lower Banquet Room Unlicensed	\$200.00	\$150.00	\$100.00	\$50.00
Licensed - Includes kitchen + bar	\$100.00			
Unlicensed Kitchen (add on only)	\$25.00	\$25.00	\$25.00	\$25.00
<b>PROVIDENCE BAY HALL</b>	<b>Full Day 8+hrs</b>	<b>8 Hour Rental</b>	<b>4 Hour Rental</b>	<b>2 Hour Rental</b>
Complete Hall - Unlicensed	\$250.00	\$200.00	\$100.00	\$50.00
Complete Hall - Licensed - Includes Kitchen	\$350.00			
Unlicensed Kitchen (add on only)	\$25.00	\$25.00	\$25.00	\$25.00
<b>SPRING BAY HALL</b>	<b>Full Day 8+hrs</b>	<b>8 Hour Rental</b>	<b>4 Hour Rental</b>	<b>2 Hour Rental</b>
Complete Hall - Unlicensed- Includes Kitchen	\$250.00	\$200.00	\$100.00	\$50.00
Complete Hall - Licensed - includes Kitchen	\$350.00			
<b>SANDFIELD HALL</b>	<b>Full Day 8+hrs</b>	<b>8 Hour Rental</b>	<b>4 Hour Rental</b>	<b>2 Hour Rental</b>
Complete Hall - Unlicensed- Includes Kitchen	\$250.00	\$200.00	\$100.00	\$50.00
Complete Hall - Licensed - includes Kitchen	\$350.00			
<b>MINDEMOYA ARENA</b>	<b>Full Day 8+hrs</b>	<b>8 Hour Rental</b>	<b>4 Hour Rental</b>	<b>2 Hour Rental</b>
Bare Floor - Licensed	\$600.00			
Bare Floor - Non-Licensed	\$450.00	\$300.00	\$150.00	n/a
Upstairs Meeting Room	\$150.00	\$100.00	\$75.00	\$50.00
Hourly Ice Rental			\$125.00	Municipal Insurance Policy Fee - Included
Regular Users - Ice Rental - Minimum 10 bookings per season			\$120.00	Municipal Insurance Policy Fee - Included
Regular Users - Ice Rental - Minimum 25 bookings per season			\$110.00	Renter provides own insurance
Off Peak - Hourly rental Weekdays Mon-Fri 9:00am-5:00pm			\$87.00	Municipal Policy Included Ice Rental Only
<b>PROVIDENCE BAY ARENA</b>				
Bare Floor - Licensed	\$600.00			
Bare Floor - Non-Licensed	\$450.00	\$300.00	\$150.00	n/a
Upstairs Meeting Room	\$150.00	\$100.00	\$75.00	\$50.00

Hourly Ice Rental			\$125.00	Municipal Insurance Policy Fee - Included
Regular Users - Ice Rental - Minimum 10 bookings per season			\$120.00	Municipal Insurance Policy Fee - Included
Regular Users - Ice Rental - Minimum 10 bookings per season			\$110.00	Renter provides own insurance
Off Peak - Hourly rental Insert hours here			\$87.00	Municipal Policy Included Ice Rental Only
Facility Extras				
Facility Set Up Required	\$5.00/table	\$0.50/chair		
Extra Cleaning Required	\$50.00/hr			
Facility Damage Deposit	\$250.00 (refundable upon completion)			
Weddings - Minimum 3 days facility booking required				
Licensed Events - Minimum 2 days facility booking required				
Cancellation Policy 0-7 days – 0 reimbursement 8-14 days – 50% reimbursement 15+ days – 100% reimbursement				

<b>MUNICIPAL OFFICE MEETING ROOM/COUNCIL CHAMBER RENTALS</b>		
Council Chambers – outside groups/committees Bookings available 8:30am-4:30pm Mon-Fri only	\$0	

**SCHEDULE ‘C’  
PUBLIC WORKS AND OPERATIONS DEPARTMENT  
2026 FEES**

ITEM	CURRENT FEE
Entrance Permit Application	\$150.00
Water and sewer connection administration fee	\$100.00 each
<b>SEWER &amp; WATER SERVICE FEES</b>	
Residential Water in town of Mindemoya up to 75 cubic meters	As per current Water & Sewer By-law
Additional	76-250 cubic meters \$0.868
	251-400 cubic meters \$0.924
	401 – more \$0.308
Residential Sewer service in Municipality of Mindemoya up to 75 cubic meters	As per current Water & Sewer By-law
Additional	76-250 cubic meters \$0.868
	251-400 cubic meters \$0.924
	401-more \$0.308
Interest on past due water usage fees	Rate of \$1.25% per month

**SCHEDULE ‘D’  
FIRE DEPARTMENT  
2026 FEES**

ITEM	CURRENT FEE
Air Burning Permit (Apr 1-Oct 31)	\$5.00
False alarm due to malicious or preventable call as per the discretion of the Fire Chief.	<p>\$485.00 per truck and personnel/hour plus any additional cost to the Fire Department or the Municipality of Central Manitoulin</p> <p>\$242.50 per truck and personnel/half hour plus any additional cost to the Fire Department or the Municipality of Central Manitoulin</p>
Open Air Fire in Contravention to By-Law 2020-14	<p>\$485.00 per truck and personnel/hour plus any additional cost to the Fire Department or the Municipality of Central Manitoulin</p> <p>\$242.50 per truck and personnel/half hour plus any additional cost to the Fire Department or the Municipality of Central Manitoulin</p>
Request Report/Record Search	\$50.00



**SCHEDULE ‘E’  
ANIMAL CONTROL  
2026 FEES**

ITEM	FEES
New Dog Licence Each	\$20.00
Dog Licence Annual Renewal	\$20.00
Seeing Eye Dog	No Charge
Hearing Eye Dog	No Charge
Replacement Tag	No Charge
Kennel Licence	\$500.00
Dog Redemption Impound	\$50.00
Per Diem Animal Care Fee	\$20.00
Animal Surrender Fee	\$50.00

**SCHEDULE ‘F’  
CEMETARY FEE SCHEDULE  
2026 FEES**

ITEM	FEE
<b>Interment Rights Certificate</b>	
Central Manitoulin Residents 40 ft² lot	1 grave site \$500.00
Central Manitoulin Residents/Property Owners 80 ft² lot	2 grave sites \$1,000.00
Non residents without property 40 ft²	1 grave site \$1,000.00
Non residents without property 80 ft²	2 grave sites \$2,000.00
<b>Application for Installation of Markers</b>	
Flat Marker (1,116.13cm²/173in² or larger)	\$100.00
Small Upright Marker (1.22m/4ft or less in height or length, including the base)	\$200.00

**SCHEDULE ‘G’**  
**ADMINISTRATIVE MONETARY PENALTY**  
**2026 FEES**

ITEM	FEE
Fail to appear for a Screening Review	\$25.00
Fail to appear for a Hearing Review	\$50.00
Late payment fee	\$25.00