



AGENDA
REGULAR COUNCIL MEETING OF THE TOWN OF CARLETON PLACE

Tuesday, October 22, 2024

6:00 p.m.

In Person and Virtual Meeting Via Zoom

Pages

1. LAND ACKNOWLEDGEMENT

As we gather here today, let us be reminded that the community in which we live, work, and play is situated on traditional, unceded Algonquin First Nation territory. We would like to acknowledge and thank the Anishinaabe people and express our respect and support for their rich history and culture.

2. CALL TO ORDER

3. APPROVAL OF AGENDA

Recommended Motion:

THAT the Agenda be approved as presented.

4. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

5. APPROVAL OF MINUTES

1. Council Minutes

3

Recommended Motion:

THAT the Council Minutes dated October 8, 2024, be accepted as presented.

6. CONSENT REPORT

6

Recommended Motion:

THAT Council receive the Consent Report dated October 22, 2024.

7. BY-LAWS

1. By-law No. 74-2024 (To Establish Fees and Charges for Services Provided by the Town) 7

Recommended Motion:

THAT By-law 74-2024 (To Establish Fees and Charges for Services Provided by the Town) be read a first, second, and third time, and finally passed.

2. By-law No. 75-2024 (To Amend Traffic and Parking By-law No. 46-2003) 38

Recommended Motion:

THAT By-law No. 75-2024 (To Amend Traffic and Parking By-law No. 46-2003 Hawthorne Avenue and stop signs in subdivisions) be read a first, second, and third time, and finally passed.

8. ANNOUNCEMENTS

Dates of Significance:

- Child Care and Early Childhood Educator Appreciation Day – October 24, 2024
- Remembrance Day - November 11, 2024

9. CONFIRMATORY BY-LAW

1. By-law No. 76-2024 (Confirmation of Council Proceedings) 43

Recommended Motion:

THAT By-law 76-2024 (Confirmation of Council Proceedings for October 22, 2024) be read a first, second and third time, and finally passed.

10. ADJOURNMENT

Recommended Motion:

THAT the meeting be adjourned at _____ p.m.

MINUTES

REGULAR MEETING OF COUNCIL OF THE TOWN OF CARLETON PLACE

Tuesday, October 8, 2024

6:00 p.m.

COUNCIL PRESENT: Deputy Mayor Tennant
Councillor Atkinson
Councillor Comley
Councillor Cavanagh
Councillor Hinton

COUNCIL ABSENT: Mayor Randell, with regrets
Councillor Seccaspina, with regrets

STAFF PRESENT: Diane Smithson, CAO/Deputy Clerk

1. LAND ACKNOWLEDGEMENT

Deputy Mayor Tennant read the Town's Land Acknowledgement Statement.

2. CALL TO ORDER

Deputy Mayor Tennant called the meeting to order at 6:00 p.m.

3. APPROVAL OF AGENDA

Motion No. 15-135-01

Moved by: Councillor Hinton

Seconded by: Councillor Cavanagh

THAT the Agenda be approved as presented.

CARRIED

4. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None.

5. APPROVAL OF MINUTES

1. Council Minutes

Motion No. 15-135-02

Moved by: Councillor Comley

Seconded by: Councillor Hinton

THAT the Council Minutes dated September 24, 2024, be accepted as presented.

CARRIED

6. **CONSENT REPORT**

Motion No. 15-135-03

Moved by: Councillor Atkinson

Seconded by: Councillor Cavanagh

THAT Council receive the Consent Report dated October 8, 2024.

CARRIED

7. **BY-LAWS**

1. By-law No. 72-2024 (Part-Lot Control By-law)

Motion No. 15-135-04

Moved by: Councillor Cavanagh

Seconded by: Councillor Comley

THAT By-law 72-2024 (Part Lot Control for 111, 113, 115, 117, 119 and 121 McPhail Road) be read a first, second, and third time, and finally passed.

CARRIED

8. **ANNOUNCEMENTS**

Deputy Mayor Tennant noted the following dates of significance during this evening's Council meeting:

- Ontario Public Library Week - October 20 to 26, 2024
- Small Business Week - October 20 to 26, 2024

- Local Government Week – Third Week in October

The following events were also noted:

- Country Classic Show, All Nations Church - October 19, 2024
- Congratulations to the Town of Carleton Place Recreation & Culture Department and the BIA for a very successful Pumpkinfest weekend, and thank you to everyone who attended the weekend's events.
- Legion Breakfast - October 12, 2024.

9. CONFIRMATORY BY-LAW

1. By-law No. 73-2024 (Confirmation of Council Proceedings)

Moved by: Councillor Atkinson

Seconded by: Councillor Comley

THAT By-law 73-2024 (Confirmation of Council Proceedings for October 8, 2024) be read a first, second and third time, and finally passed.

CARRIED

10. ADJOURNMENT

Moved by: Councillor Hinton

Seconded by: Councillor Comley

THAT the meeting be adjourned at 6:05 p.m.

CARRIED

Andrew Tennant, Deputy Mayor

Diane Smithson, CAO/Deputy Clerk

Consent Report

Consent Items from the October 8, 2024, Committee of the Whole Meeting

2025 Water and Sewer Draft Budget

THAT Staff are authorized to present the Draft 2025 Water and Sewer Budget to the public for comment except the Water and Wastewater Treatment Plant expansions at the October 22, 2024 Committee of the Whole meeting.

Carleton Place Library HVAC Replacement (Communication 135183)

THAT Council approves proceeding with Option 1 for the replacement of Air Handling Unit #3 at the Library as outlined in the Property and Project Manager's report dated October 8, 2024; and

THAT the budget deviation of \$5,409 be taken from the Town's overall surplus at year end, if any, and if not, from the Asset Management Plan Reserve.

Canada Green and Inclusive Community Buildings Fund Update (Communication 135185)

THAT Council authorizes Staff to proceed with applying for Option 2 elements under the Green and Inclusive Community Building Fund as outlined in the Property and Project Manager's report dated October 8, 2024.

BY-LAW NO. 74-2024

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO ESTABLISH FEES AND CHARGES FOR SERVICES PROVIDED BY THE TOWN.

WHEREAS Section 391 of the Municipal Act, 2001, S. O. 2001, c. 25, as amended, authorizes a municipality by by-law to impose fees or charges on persons for services or activities provided or done by or on behalf of the municipality and for the use of the municipality's property; and

WHEREAS the Planning Act, being Chapter P. 13 R.S.O., 1990 as amended, provides that Council may prescribe a tariff of fees for the processing of applications made in respect of planning matters; and

WHEREAS pursuant to the Building Code Act, 1992, S.O. 1992 c 23 as amended, Council may require the payment of fees on applications for and issuance of building permits and prescribing the amounts thereof; and

WHEREAS the Corporation of the Town of Carleton Place deems it expedient to update the fees and charges to be collected by the various departments of the Corporation of the Town of Carleton Place;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place enacts as follows:

1. That Schedule "A" attached to this by-law sets out the fees and charges for the Corporation of the Town of Carleton Place and forms part of this by-law.
2. That any portion of a fee or charge that remains unpaid beyond the date fixed for payment shall bear interest at the rate of 1.25% after thirty (30) days and each month thereafter until such fee or charge is paid in full.
3. That the Treasurer shall add unpaid fees and charges imposed by the municipality to the tax roll and collect them in the same manner as municipal taxes.
4. That where this by-law established a fee and charge for a fee that also exists in another by-law that predates the effective date of this by-law, the fee and charge in this by-law shall be the applicable fee and charge and the other by-law is hereby effectively amended.
5. That any fees and charges inconsistent with this by-law shall be superseded with the fees and charges included in this by-law.
6. That this by-law shall be commonly referred to as the "Fees and Charges By-law"
7. That this by-law and all fees and charges for services set out in Schedule "A" shall come into force and take effect on January 1, 2025.

READ A FIRST TIME, SECOND TIME AND THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF OCTOBER, 2024.

Toby Randell, Mayor

Diane Smithson, CAO/Deputy Clerk

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

POLICE	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• False Alarm	• ----- \$300.00

ADMINISTRATION	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Payment with credit card (for payment of taxes, user fees, permits and licenses)	• ----- 3% service charge
• Affidavits	• ----- \$20.00
• Lottery licence	• ----- 3% of total amount
• Code of Conduct-Formal Complaint	• ----- \$150.00
• Photocopies	• ----- \$0.50 per copy
• Annual Temporary Patio License	• ----- \$50.00
Marriage License (non-refundable)	
• Resident	• ----- \$140.00
• Non-Resident	• ----- \$160.00
Civil Marriage Ceremony	
• After hours at municipal office or off-site	• ----- \$400.00
• Cancellation of ceremony booking. Non-refundable service fee	• ----- \$100.00
Freedom of Information Requests (fees regulated by Province)	
• Application fee	• ----- \$5.00
• Record preparation & search time	• ----- \$7.50 per ¼ hr)
• Photocopies	• ----- \$0.20 (per page)
• Computer programming time	• ----- \$30.00 (per ½ hr)
• Other fees (e.g. courier costs)	• ----- as invoiced
• Fees estimated over \$100.00	• ----- 50% deposit
• Digital media	• ----- \$10/disc or USB
Death Certificate	
• In-town	• ----- \$10.00
• Out-of-town	• ----- \$20.00
• Preparation after hours	• ----- \$60.00
Peddler & Salesperson	
• Annual fee	• ----- \$650.00
• Monthly fee	• ----- \$175.00
• Processing of application	• ----- \$30.00
• Farmer's Market	• ----- \$100.00
• Application fee	• ----- \$30.00
• Transfer fee	• ----- \$30.00
• Relocation fee	• ----- \$10.00

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

• Pet shop licence	• ----- \$385.00
Refreshment Vehicles	
• Application fee	• ----- \$100.00
• Renewal fee-existing licence	• ----- \$40.00
• Mobile wagon refreshment vehicle	• ----- \$575.00
• Mobile wagon refreshment vehicle (in Riverside Park)	• ----- \$620.00
• Refreshment vehicle (mobile canteen)	• ----- \$575.00
• Refreshment vehicle (cart)	• ----- \$315.00
• Licence amendment fee	• ----- \$275.00
Taxi Licence	
• Operator	• ----- \$100.00
• Driver	• ----- \$30.00
• Vehicle	• ----- \$100.00
• Replace vehicle fee	• ----- \$15.00
• Replacement license fee	• ----- \$5.00
• Driver transfer (to another company)	• ----- \$10.00

CHILD CARE					
Age Group	Per day	2 days	3 days	4 days	Weekly
Infants (0 - 18 months)					
Full day	\$80.80	\$161.60	\$242.40	\$323.20	\$404.00
Toddler (18 - 30 months)					
Full day	\$54.40	\$108.80	\$163.20	\$217.60	\$272.00
Preschool (2.5 - 5 years)					
Full day	\$52.30	\$104.60	\$156.90	\$209.20	\$261.50
Nursery School (2.5 – 5 yrs)					
Morning session (9:15 am – 12:00 pm)	\$21.60	\$43.20	\$64.80	\$86.40	\$108.00
JK/SK (CWELCC Eligible) ⁶					
Full day (Carambeck or Francis)	\$45.30	\$90.60	\$135.90	\$181.20	\$226.50
Before OR after school (Carambeck)	\$14.60	\$29.20	\$43.80	\$58.40	\$73.00
Before AND after school (Carambeck)	\$29.20	\$58.40	\$87.60	\$116.80	\$146.00
JK/SK(over 6 years old as of June 30th) ⁶					
Full day (including summer camp)	\$47.58	\$95.16	\$142.74	\$190.32	\$237.90
Before OR after school	\$15.34	\$30.68	\$46.02	\$61.36	\$76.70
Before AND after school	\$30.66	\$61.32	\$91.98	\$122.64	\$153.30
School Age (Grade 1 and up)					

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

Full day (including summer camp)	\$40.24	\$80.48	\$120.72	\$160.96	\$201.20
Before OR after school	\$15.34	\$30.68	\$46.02	\$61.36	\$76.70
Before AND after school	\$30.66	\$61.32	\$91.98	\$122.64	\$153.30
Junior School Age Program (9-12 years)					
Full day (including summer camp)	\$40.24	\$80.48	\$120.72	\$160.96	\$201.20
Before OR after school	\$15.34	\$30.68	\$46.02	\$61.36	\$76.70
Before AND after school	\$30.66	\$61.32	\$91.98	\$122.64	\$153.30
ADDITIONAL CHILD CARE RATES					
Infant greater than 10 hours of care	• ----- \$5.24 per ½ hour				
Toddler greater than 10 hours of care	• ----- \$3.54 per ½ hour				
Preschool greater than 10 hours of care	• ----- \$3.40 per ½ hour				
JK/SK greater than 10 hours of care	• ----- \$2.96 per ½ hour				
School Age greater than 10 hours of care	• ----- \$2.40 per ½ hour				
JR School Age greater than 10 hours of care	• ----- \$2.40 per ½ hour				
NOTES:					
1. Summer camp prices align with full day fees for each applicable age group.					
2. Video surveillance at the childcare facility can be reviewed to determine parent's arrival time should there be a dispute.					
3. A parent's FOB will not open the door after 6:00 pm.					
4. All charges are clearly laid out in the "Parent Handbook".					
5. NSF fees will be charged on all payments returned as Not Sufficient Funds from the bank.					
6. Currently CWELCC Program pays for 52.75% of care for eligible children.					
Eligible children are:					
<ul style="list-style-type: none"> ▪ Any child 0-5 years of age ▪ Any child that turns 6 years of age from January 1st - June 30th is eligible up until June 30th ▪ Any child that turns 6 years of age from July 1st – December 31st is eligible up until the last day of the month that the child turns 6 years of age 					

FIRE	
GENERAL	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
<ul style="list-style-type: none"> • 3 false alarms per calendar year • Charge per alarm after 3 occurrences in any calendar year 	• ----- MTO Rates
• Compliance letters	• ----- \$85.00
• Extrication	• ----- MTO Rates
• Environmental spills	• ----- MTO Rates
• Hazardous materials incidents	• ----- Total cost of clean-up
• Fire Origin & Cause	• ----- Total cost of equipment required to determine cause
• Uncontrolled or prohibited burning	• ----- MTO Rates

SCHEDULE “A” TO BY-LAW 74-2024 FEES AND CHARGES

• Vehicle fires & danger of fires	• -----MTO Rates
REQUESTED INSPECTIONS	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• 2 ND & subsequent re-inspections of building	• -----\$85.00/hr.-minimum of 1 hour
• Apartments (3-5 units)	• ----- \$100.00
• Apartments (6-10 units)	• ----- \$120.00
• Apartments (11-15 units)	• ----- \$175.00
• Apartments (15 + units)	• ----- \$225.00
• Duplexes	• ----- \$100.00
• Licence for liquor sales	• ----- \$85.00
• Refreshment vehicles	• ----- \$100.00
• Routine inspections	• ----- N/C
• Single family homes	• ----- \$85.00
• Special occasion permits	• ----- \$85.00
BY-LAW OFFICE	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Compliance report	• ----- \$85.00
• Complaint inspection report	• ----- \$85.00
• Certificate of completion	• ----- \$85.00

BUILDING DEPARTMENT	
Minimum permit fee = \$130.00	
COMMERCIAL/INDUSTRIAL/INSTITUTIONAL & LARGE SCALE RESIDENTIAL (Apartments, Condos Hotels Etc.)	
CONSTRUCTION TYPE	AMOUNT OF FEE OR CHARGE
<ul style="list-style-type: none"> • New Building Construction • Additions • Renovations & interior fit-ups • Repairs • Alterations • Accessory Structures 	2.6 % of the value of construction for the first \$500,000 plus 1.3% for all valuation thereafter
• Non-Housing application review fee at discretion of Chief Building Official (CBO) – Fee to be determined by Chief Building Official at time of application but shall not exceed \$5,000.00 amount required will be deducted from final payment of the permit fee	
NEW HOUSING FEES AND NEW ADDITIONAL DWELLING UNITS	
CONSTRUCTION TYPE	FEE/m ² of Finished Area
<ul style="list-style-type: none"> • New House (Includes, Single Detached House, Semi Detached House, & Town House), Base Fee for one dwelling unit, additional dwellings charged separately. • Area includes all floors above grade measured between the outside surfaces of exterior walls and the 	<140 m ² = \$3,000.00 140m ² – <160 m ² = \$3,200.00 160 m ² – <180 m ² = \$3,400.00 180 m ² – <200 m ² = \$3,600.00 200 m ² – <220 m ² = \$3,800.00 220 m ² – <240 m ² = \$4,000.00

SCHEDULE “A” TO BY-LAW 74-2024 FEES AND CHARGES

<p>centre line of party walls, whether finished or unfinished, but does not include garages or below grade. Openings between storeys below are not deducted from the floor area.</p> <ul style="list-style-type: none"> Any proposed finished below grade is charged separately as a finished basement fee. 	<p>240 m² – <260 m² = \$4,200.00 ≥ 260 m² = \$4,400.00</p>
<ul style="list-style-type: none"> Any additional dwelling unit in a house or residential accessory structure. 	<ul style="list-style-type: none"> -----\$500.00 Flat Fee (each unit additional on top of base house fee noted above)
<p>Application Review Fee for New Housing – \$1,000.00 provided at time of application per house, this application deposit fee will be deducted from the final permit fee.</p>	
ACCESSORY STRUCTURES AND RENOVATION AND DEMOLITION FEES	
CONSTRUCTION TYPE	AMOUNT OF FEE OR CHARGE
<ul style="list-style-type: none"> Additions, Renovations, and Repairs/Alterations where not noted below 	<ul style="list-style-type: none"> -----2.6% of value of construction
<ul style="list-style-type: none"> Finished Basement (not serving as an additional dwelling unit noted above) 	<ul style="list-style-type: none"> ----- \$250.00 flat fee
<ul style="list-style-type: none"> Small Landings (max 2.32m² in floor area) <i>with no roof</i> 	<ul style="list-style-type: none"> ----- Minimum permit fee
<ul style="list-style-type: none"> Accessory Structure (deck, shed, garage etc.) with no foundation below grade (floating and detached) 	<ul style="list-style-type: none"> ----- \$160.00 flat fee
<ul style="list-style-type: none"> Accessory Structure (deck, shed, garage etc.) with a foundation below grade 	<ul style="list-style-type: none"> ----- \$200.00 flat fee
<ul style="list-style-type: none"> Foundation repairs 	<ul style="list-style-type: none"> ----- Minimum permit fee
<ul style="list-style-type: none"> Solid wood burning appliance installation/replacement (wood stove, furnace etc.) 	<ul style="list-style-type: none"> ----- Minimum permit fee
<ul style="list-style-type: none"> Water Service or sewer service replacement or installation per house 	<ul style="list-style-type: none"> ----- Minimum permit fee
<ul style="list-style-type: none"> Sea container (accessory storage use >15m² in area) 	<ul style="list-style-type: none"> ----- Minimum permit fee for each container installed
DEMOLITION	
<ul style="list-style-type: none"> Demolition permit (no significant construction required) 	<ul style="list-style-type: none"> ----- Minimum permit fee
ADMINISTRATIVE FEES	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
<ul style="list-style-type: none"> Conditional permit agreement (housing) 	<ul style="list-style-type: none"> ----- \$330.00 per building (house, townhouse block, semi block) plus all development charges for project are due at conditional permit issuance

SCHEDULE “A” TO BY-LAW 74-2024 FEES AND CHARGES

<ul style="list-style-type: none"> Conditional permit (non-housing) 	<ul style="list-style-type: none"> ----- \$1,100.00 plus all development charges for project are due at conditional permit issuance
<ul style="list-style-type: none"> Partial permit (foundation only) 	<ul style="list-style-type: none"> ----- Minimum permit fee (per each dwelling unit)
<ul style="list-style-type: none"> Change of use permit (no construction proposed/required) 	<ul style="list-style-type: none"> ----- Minimum permit fee
<ul style="list-style-type: none"> Revision to permit 	<ul style="list-style-type: none"> ----- Minimum permit fee + at the discretion of the Chief Building Official staff time at a rate of \$60.00/hr where applicable
<ul style="list-style-type: none"> Construction or Demolition without a permit (at discretion of the CBO) 	<ul style="list-style-type: none"> ----- If no order required-required permit fee x up to 50% ----- If order required-required permit fee x up to 100%
<ul style="list-style-type: none"> Additional inspection fee (for 3rd or more inspections of a prescribed inspection) at the discretion of the Chief Building Official 	<ul style="list-style-type: none"> ----- Minimum permit fee (payment is required prior to inspection taking place)
<ul style="list-style-type: none"> Alternative solution proposal 	<ul style="list-style-type: none"> ----- \$330.00 flat fee (per proposal) plus any third-party review costs as noted below
<ul style="list-style-type: none"> Third Party Review Costs 	<ul style="list-style-type: none"> ----- Applicant to pay all costs associated with the third-party review, with receipts provided to applicant to justify third-party costs
<ul style="list-style-type: none"> Orders registered on title Orders removed from title 	<ul style="list-style-type: none"> ----- Owner responsible to pay all registration costs plus 10% administration fee with receipts provided to applicant to justify all registration costs
<ul style="list-style-type: none"> AGCO Clearance Requests 	<ul style="list-style-type: none"> ----- Minimum permit fee
<ul style="list-style-type: none"> Building Compliance Report – For the following items related only to the Ontario Building Code Act: <ul style="list-style-type: none"> ○ Unresolved Orders ○ Open Permits ○ Outstanding Inspections 	<ul style="list-style-type: none"> ----- Minimum permit fee
<ul style="list-style-type: none"> Request for copies or scans of individual permit records (not required to be an FOI request) for each 	<ul style="list-style-type: none"> ----- Minimum permit fee per individual permit + scanning or printing costs, where applicable, of \$0.50 per page of 11x17 or less in size, and \$1.00 / page larger than 11 x17
<ul style="list-style-type: none"> Transfer of permit 	<ul style="list-style-type: none"> ----- Minimum permit fee
<ul style="list-style-type: none"> Limiting distance agreement 	<ul style="list-style-type: none"> ----- \$330.00 flat fee

NOTES:

- Decks, porches, landings, and verandahs are all measured for floor area to the outside plane of walls of the platform.
- No permit fee shall be less than the minimum fee.
- There are no refunds for amounts less than the minimum permit fee.

SCHEDULE “A” TO BY-LAW 74-2024 FEES AND CHARGES

4. The building permit rates may be adjusted annually by Council on, and effective the 1st of January based upon previous year’s 2nd quarter Building Construction Price Index by utilizing the lower rate between Non-Residential Cost Index and Residential Cost Index for the Ottawa Area. Where such index indicates negative growth, the fees shall remain at the level established for the prior year.

REFUND FOR CANCELLED PERMITS AND APPLICATIONS

TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• 75% refund of permit fees	• ----- No review functions have been performed
• 50% refund of permit fees	• ----- Permit is filed, and administrative and planning/engineering functions have been performed & plans examination completed
• 25% refund of permit fees, minus 5% for each inspection that has been conducted	• ----- Permit has been issued

POOL & HOT TUB ENCLOSURE PERMITS

TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Enclosures serving private pools or hot tub required by the Pool Enclosure By-Law	• ----- Minimum permit fee

SIGN REMOVAL AND/OR STORAGE

TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Sign Removal (Town Staff)	• ----- \$100.00 Flat Fee
• Sign Removal (Requiring 3 rd Party Removal)	• ----- All associated costs determined by invoice from the 3 rd Party
• Sign Storage Fee by Town (days 1-14)	• ----- \$5.00/day
• Sign Storage Fee by Town (days 15-30)	• ----- \$10.00/day
• Sign Storage Fee by Third Party	• ----- All associated costs determined by invoice from the 3 rd Party
• Sign Retrieval Fee	• ----- \$25.00 Flat Fee
• Disposal of Sign if not Retrieved	• ----- All associated costs determined by invoice to be paid by the Owner
• Submittal for approval of Council under section 7 of By-law 28-2024 (For Profit)	• ----- \$250.00
• Submittal for approval of Council under section 7 of By-law 28-2024 (Not For Profit)	• ----- No Charge

PLANNING DEVELOPMENT RELATED FEES

TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Official Plan Amendment (OPA)	• ----- \$5,500.00
• Development Permit Amendment (DPA)	• ----- \$5,500.00
• Combined OPA/DPA	• ----- \$8,500.00

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

• Modifications to OPA/DPA requiring a subsequent public meeting	• -----\$2,000.00
DEVELOPMENT PERMIT (DP) APPLICATIONS	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Class 1	• ----- \$350.00
• Class 1-new residential builds within a plan of subdivision	• -----\$1,000.00
• Class 1A	• -----\$2,500.00
• Class 2	• -----\$4,500.00
• Class 3	• -----\$6,500.00
• File reactivation (inactive for more than 12 months)	• -----50% of the current activation fee
• Revision during development permit application process (where new circulation is required)	• ----- 50% of the applicable DP application fee
CONDOMINIUMS & SUBDIVISIONS	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Condominium exemption fee	• -----\$1,000.00
• Extension of draft conditions for subdivisions and condominiums	• -----\$1,500.00
• Subdivision draft approval	• -----\$5,000.00
• Condominium draft approval	• -----\$5,000.00
• Major amendment after draft approval	• -----\$7,500.00
• Minor amendment	• -----\$3,000.00
• Execution of subdivision or condominium agreement	• ----- \$5,000.00 plus 1% value of works
• Lifting one foot reserve (per reserve)	• -----\$2,500.00
• Amendment to subdivision, condominium, or development agreement	• -----\$2,500.00
GENERAL	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Deeming Bylaw	• -----\$2,500.00
• Consent applications	• -----\$2,500.00
Part Lot Control (per block)	• -----
• Minor (creating individual housing ownerships)	• -----\$2,500.00
• Major (revisions to signed subdivision plans)	• -----\$4,000.00
• Encroachment agreement with Town	• -----\$3,000.00
• Compliance report	• ----- \$200.00
Additional consultation meetings (in person, email, or phone) as follows at a cost of \$50.00/hours	

SCHEDULE “A” TO BY-LAW 74-2024 FEES AND CHARGES

• Pre-consultation stage	• ----- Two (2) pre-consults; charges begin after second pre-consult
• Application circulation stage	• ----- Four (4) consultations; charges begin after fourth consult
• Drafting of agreement stage	• -----Two (2) consultations; charges begin after second consult
• Cash in lieu of parking	• -----\$6,000.00

ENGINEERING DEVELOPMENT-RELATED FEES

TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Development Approval and Agreement	• ----- \$1% value of works
• CLI ECA Form	• ----- \$1,000 per form
• Inspection Services	• ----- \$95.00/hour
• Subdivision approval agreement	• ----- \$1% value of works
• Condominium approval and agreement	• ----- \$1,000.00 + \$1,500.00 deposit for costs
• Additional consultation meetings (in person, email, or phone) *after 2-pre-cons: 4 application reviews; 2 agreement consults	• ----- \$250.00
• Third party peer review	• ----- Cost to be borne 100% by Developer
• Project Management Fee	• ----- \$150.00/hour
• Pre-servicing agreement	• ----- \$3,000.00
• Municipal Drinking Water Form 1 or 2	• ----- \$350.00

NOTES:

1. In addition to these fees, legal fees regarding registration of agreement will apply.
2. The Engineering Manager shall have the delegated authority to waive respective engineering fees if no engineering work is associated with a development application.
3. Should a subdivision application require more than three design submissions, the Developer may be required at the discretion of the Engineering Manager to pay an additional lump sum fee of \$1,000 for each subsequent submission.
4. The project administration fee shall apply to development related construction projects that are administered by the Town.
5. Processing of planning applications occurs on a cost recovery basis. Expenses incurred by the Town in reviewing the application, including but not limited to those related to legal and professional fees will be invoiced to the applicant at 100% of the value. These expenses may also include legal fees associated with the defense of an application at the Local Planning Appeal Tribunal (LPAT)

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

PUBLIC WORKS	
GENERAL	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Turn on water supply	• ----- \$98.05
• Excavation permit	• ----- \$100.00
ENTRANCES	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
Create New Entrance	
• Single to double (curb only)	• ----- \$909.00
• Single to double (curb & sidewalk)	• ----- \$2,087.00
Relocate Entrance (includes restoring existing entrance)	
• Single width (curb only)	• ----- \$1011.00
• Single width (curb & sidewalk)	• ----- \$2,646.00
• Double width (curb only)	• ----- \$1,269.00
• Double width (curb & sidewalk)	• ----- \$4082.00
• Servicing report	• ----- \$42.00

WATER AND SEWER USAGE CHARGES			
Domestic Water and Sewer – Water Rates (Quarterly)			
Sewer Rates are 100% of Water Rates			
Description	Full Service	Less Outside Tap	Private Swimming Pool
• 1 or 2 persons	\$123.87	\$110.96	\$141.23
• 3, 4 or 5 persons	\$130.11	\$117.23	\$147.48
• 6, 7 or 8 persons	\$136.43	\$123.58	\$153.79
• 9 or 10 persons	\$140.56	\$127.57	\$157.91
• Additional Persons	\$2.94	\$2.94	\$2.94

OTHER WATER AND SEWER FEES	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
Commercial, Industrial and/or Institutional Water & Sewer Billing	
• Base billing (includes 5 employees working 60 hours per week)	• ----- \$100.92
• Each additional employee	• ----- \$7.11 per billing period
• Each additional hour of operation	• ----- \$0.14 x total number of employees
• Minimum quarterly billing (plus meter rental)	• ----- \$83.86
• For the first 45,000 gallon	• ----- \$6.061 per 1,000 gal.
• For the next 45,000 gallon	• ----- \$5.468 per 1,000 gal.
• For the next 765,000 gallon	• ----- \$4.832 per 1,000 gal.
• Additional over 810,000 gallons	• ----- \$3.645 per 1,000 gal.
Meter Rentals Quarterly Net	
• 5/8" or less	• ----- \$17.06

SCHEDULE “A” TO BY-LAW 74-2024 FEES AND CHARGES

<ul style="list-style-type: none"> • 3/4" or less • 1" or less • 1.5" or less • 2" or less • 3" or less • 4" or less 	<ul style="list-style-type: none"> • ----- \$21.34 • ----- \$26.48 • ----- \$54.98 • ----- \$71.52 • ----- \$115.99 • ----- \$198.27
Quarterly Fees for Additional Water Meters (Commercial, Industrial or Residential Consumers)	
<ul style="list-style-type: none"> • 2nd unit • 3rd unit • 4th unit and over 	<ul style="list-style-type: none"> • ----- \$65.46 • ----- \$43.30 • ----- \$32.75
• Swimming Pools (flat rate)	• ----- \$69.43 per year
• Late penalty	• ----- 10% applied after due date
• Summer service (in advance)	• ----- \$464.61
• Summer service (pool)	• ----- \$117.92
Hauled Sewage	
• Per load (maximum of 3,000 gallons)	• ----- \$157.48
Installation of Services	
• Single pipe	• ----- \$8,295.00
• Water & sewer	• ----- \$8,711.00
• Water, sewer & storm	• ----- \$8,956.00
NOTES:	
<ol style="list-style-type: none"> 1. In all cases meters will be supplied by and remain the property of the Corporation of the Town of Carleton Place. 2. Meters must be installed by a municipal employee, or a plumber authorized by the Town of Carleton Place. 3. The cost of meter installation is the responsibility of the customer but the cost of any required maintenance as a result of normal wear and tear will be borne by the Municipality. 4. Costs incurred in repairing a meter where damage was caused from the meter having been hit or otherwise subjected to misuse or abuse, will be the responsibility of the customer concerned. 5. In cases where more than one meter is used to supply one customer, the total water consumption as registered on all meters, will be used in calculating the quarterly billing. 	

RECREATION

ARENA HALLS

(All rates include HST)

Non-Resident

(Any individual or organization, minor or adult outside the Town of Carleton Place or the Township of Beckwith)

Large Hall (capacity 405 persons)

<ul style="list-style-type: none"> • Sunday – Thursday • Friday & Saturday–Licensed event (includes clean-up by staff) 	<ul style="list-style-type: none"> • ----- \$46.75/hour • ----- \$756.50(minimum charge) • ----- \$416.75(minimum charge)
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SCHEDULE “A” TO BY-LAW 74-2024 FEES AND CHARGES

<ul style="list-style-type: none"> Friday & Saturday–Non-licensed event 	
Small Hall (capacity 125 persons) <ul style="list-style-type: none"> Sunday – Thursday Friday & Saturday-Licensed event (includes clean-up by staff) Friday & Saturday-Non-licensed event 	<ul style="list-style-type: none"> ----- \$46.75/hour ----- \$364.75(minimum charge) ----- \$248.25(minimum charge)
Board Room (capacity 45 persons)	<ul style="list-style-type: none"> ----- \$35.00 per hour
Resident-Adult (Any individual or organization who is a resident of the Town of Carleton Place or the Township of Beckwith where the age of the participants are mainly over the age of 18)	
Large Hall (capacity 405 persons) <ul style="list-style-type: none"> Sunday – Thursday Friday & Saturday-Licensed event (includes clean-up by staff) Friday & Saturday-Non-licensed event 	<ul style="list-style-type: none"> ----- \$31.25 per hour ----- \$535.00(minimum charge) ----- \$349.75(minimum charge)
Small Hall (capacity 125 persons) <ul style="list-style-type: none"> Sunday – Thursday Friday & Saturday-Licensed event (includes clean-up by staff) Friday & Saturday-Non-licensed event 	<ul style="list-style-type: none"> ----- \$31.25 per hour ----- \$296.25(minimum charge) ----- \$203.25(minimum charge)
Board Room (capacity 45 persons) <ul style="list-style-type: none"> Commercial Non-commercial for non-profit organizations, provided the building is staffed and no outside catering is being served during operational hours Non-commercial for non-profit organizations, staffed during non-operational hours 	<ul style="list-style-type: none"> ----- \$24.25 per hour ----- No charge ----- \$24.25 per hour (minimum 2-hour rental)
Residential-Adult Charitable (Any group of individuals where the ages of the participants are mainly over the age of 18 years and are residents of the Town of Carleton Place or the Township of Beckwith and in possession of a valid donation registration # issued by the Federal Government)	
Large Hall (capacity 405 persons) <ul style="list-style-type: none"> Sunday – Thursday Friday & Saturday-Licensed event (includes clean-up by staff) Friday & Saturday-Non-licensed event 	<ul style="list-style-type: none"> ----- \$18.75 per hour ----- \$535.00 (minimum charge) ----- \$349.75
Small Hall (capacity 125 persons) <ul style="list-style-type: none"> Sunday – Thursday 	<ul style="list-style-type: none"> ----- \$18.75 per hour ----- \$296.25(minimum charge)

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

<ul style="list-style-type: none"> • Friday & Saturday-Licensed event (includes clean-up by staff) • Friday & Saturday-Non-licensed event 	<ul style="list-style-type: none"> • ----- \$203.25(minimum charge)
<p>Board Room (capacity 45 persons)</p> <ul style="list-style-type: none"> • Non-commercial for non-profit organizations, provided the building is staffed and no outside catering is being served during operational hours • Non-commercial for non-profit organizations, staffed during non-operational hours 	<ul style="list-style-type: none"> • ----- No charge • ----- \$24.25 per hour (minimum 2-hour rental)
<p>Residential-Minor Charitable (Any group of individuals where the ages of the participants are mainly under the age of 18 years and are residents of the Town of Carleton Place or the Township of Beckwith and in possession of a valid donation registration # issued by the Federal Government)</p>	
<p>Large Hall (capacity 405 persons)</p> <ul style="list-style-type: none"> • Sunday – Thursday • Friday & Saturday-Non-licensed event 	<ul style="list-style-type: none"> • ----- \$18.75 per hour • ----- \$349.75(minimum charge)
<p>Small Hall (capacity 125 persons)</p> <ul style="list-style-type: none"> • Sunday – Thursday • Friday & Saturday-Non-licensed event 	<ul style="list-style-type: none"> • ----- \$18.75 per hour • ----- \$203.25(minimum charge)
<p>Board Room (capacity 45 persons)</p> <ul style="list-style-type: none"> • Commercial • Non-commercial for non-profit organizations, provided the building is staffed and no outside catering is being served during operational hours • Non-commercial for non-profit organizations, staffed during non-operational hours 	<ul style="list-style-type: none"> • ----- \$18.75 per hour • ----- No charge • ----- \$24.25 per hour (minimum 2-hour rental)
<p>GENERAL (Applies to all events-includes HST)</p>	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
<p>Hourly Rate Per Staff for Set-up/Clean-up</p> <ul style="list-style-type: none"> • Resident • Non-Resident 	<ul style="list-style-type: none"> • ----- \$34.25 • ----- \$51.50
<p>NOTES:</p> <ol style="list-style-type: none"> 1. All rentals are own set-up and clean-up unless specified on contract. There is a mandatory staff clean-up fee for all licensed rentals. 2. All minimum charges will be waived should a booking be made less than 21 days prior to the event. 3. Table and chairs are available for all bookings. 	

SCHEDULE “A” TO BY-LAW 74-2024 FEES AND CHARGES

OWN SET UP AND OWN CLEAN UP STANDARDS

Doing your own set-up means:

- Setting up all tables and chairs as required
- Putting all decorations up yourself (with masking tape only)
- Any additional set-up as required for your event

Doing your own clean-up means:

- Wiping down all tables and chairs that were used
- Returning tables and chairs to their original location
- Placing all garbage & recycling in their appropriate containers
- Light sweeping as required
- Removing all decorations

TOWN HALL

\$100.00 surcharge for all licensed events

(All rates include HST)

Non-Resident

Any individual or organization, minor or adult outside the Town of Carleton Place

Auditorium (Capacity 240 persons)

- | | |
|--|--|
| <ul style="list-style-type: none"> • Sunday–Thursday-Licensed event • Sunday–Thursday-Non-licensed event • Friday & Saturday-Licensed event • Friday & Saturday-Non-licensed event | <ul style="list-style-type: none"> • ----- \$82.25 per hour plus \$51.50 per hour for staff clean-up • ----- \$49.75 per hour • ----- \$1,323.50(minimum charge) plus \$51.50 per hour for staff clean-up • ----- \$572.50(minimum charge) |
|--|--|

Resident-Adult

(Any individual or organization who is a resident of the Town of Carleton Place where the age of the participants are mainly over the age of 18)

Auditorium (capacity 240 persons)

- | | |
|--|--|
| <ul style="list-style-type: none"> • Sunday – Thursday-Licensed event • Sunday – Thursday-Non-licensed event • Friday & Saturday-Licensed event • Friday & Saturday-Non-licensed event | <ul style="list-style-type: none"> • ----- \$65.25 per hour plus \$34.25 per hour for staff clean-up • ----- \$32.50 per hour • ----- \$1,148.50(minimum) plus \$34.25 per hour for staff clean-up • ----- \$389.25(minimum) |
|--|--|

Resident-Adult Charitable

(Any group of individuals where the ages of the participants are mainly over the age of 18 years and are residents of the Town of Carleton Place and in possession of a valid donation registration # issued by the Federal Government)

Auditorium (capacity 240 persons)

- | | |
|--|---|
| <ul style="list-style-type: none"> • Sunday – Thursday-Licensed event • Sunday – Thursday-Non-licensed event | <ul style="list-style-type: none"> • ----- \$49.75 per hour plus \$34.25 per hour for staff clean-up • ----- \$25.00 per hour |
|--|---|

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

<ul style="list-style-type: none"> • Friday & Saturday-Licensed event • Friday & Saturday-Non-licensed event 	<ul style="list-style-type: none"> • ----- \$389.25(minimum charge) plus \$34.25 per hour for staff clean-up • ----- \$389.25(minimum charge)
Resident-Minor Charitable (Any group of individuals where the ages of the participants are mainly under the age of 18 years and are residents of the Town of Carleton Place and in possession of a valid donation registration # issued by the Federal Government)	
Auditorium (capacity 204 persons) <ul style="list-style-type: none"> • Sunday – Thursday-Non-licensed event • Friday & Saturday-Non-licensed event 	<ul style="list-style-type: none"> • ----- \$25.00 • ----- \$389.25(minimum charge)
GENERAL (Applies to all events-includes HST)	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
Hourly Rate Per Staff for Set-up/Clean-up <ul style="list-style-type: none"> • Resident • Non-Resident 	<ul style="list-style-type: none"> • ----- \$34.25 • ----- \$51.50
NOTES: <ol style="list-style-type: none"> 1. All rentals are own set-up and own clean-up unless specified on contract. There is a mandatory staff clean-up fee for all licensed rentals. 2. Minimum rental charge of \$389.25 on Friday & Saturday 3. No kitchen facilities available 4. Tables and chairs are available 	
OWN SET UP AND OWN CLEAN UP STANDARDS <u>Doing your own set-up means:</u> <ul style="list-style-type: none"> • Setting up all tables and chairs as required • Putting all decorations up yourself (with masking tape only) • Any additional set-up as required for your event <u>Doing your own clean-up means:</u> <ul style="list-style-type: none"> • Wiping down all tables and chairs that were used • Returning tables and chairs to their original location • Placing all garbage & recycling in their appropriate containers • Light sweeping as required • Removing all decorations 	
MARKET SQUARE The Market Square Parking Lot can only be booked provided the slab is booked (All rates include HST)	
Non-Resident (Any individual or organization, minor or adult outside the Town of Carleton Place)	
Market Square Slab <ul style="list-style-type: none"> • Half day (no more than 5 hours) • Full day (no more than 9 hours) 	<ul style="list-style-type: none"> • ----- \$188.00 • ----- \$291.75

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

Market Square Slab & Parking Lot	
• Half day (no more than 5 hours)	• ----- \$253.00
• Full day (no more than 9 hours)	• ----- \$356.50
Resident-Adult (Any individual or organization who is a resident of the Town of Carleton Place where the age of the participants are mainly over the age of 18)	
Market Square Slab	
• Half day (no more than 5 hours)	• ----- \$110.00
• Full day (no more than 9 hours)	• ----- \$187.50
Market Square Slab & Parking Lot	
• Half day (no more than 5 hours)	• ----- \$168.50
• Full day (no more than 9 hours)	• ----- \$252.75
Resident-Minor (Any individual or organization who is a resident of the Town of Carleton Place where the age of the participants are mainly under the age of 18)	
Market Square Slab	
• Half day (no more than 5 hours)	• ----- \$65.00
• Full day (no more than 9 hours)	• ----- \$129.50
Market Square Slab & Parking Lot	
• Half day (no more than 5 hours)	• ----- \$65.00
• Full day (no more than 9 hours)	• ----- \$129.50
Non-Profit/Charitable Organization (Any organization in possession of a valid donation registration # issued by the Federal Government where 100% of the profit directly benefits the organization or non-profit community group)	
Market Square Slab	
• Half day (no more than 5 hours)	• ----- \$65.00
• Full day (no more than 9 hours)	• ----- \$129.50
Market Square Slab & Parking Lot	
• Half day (no more than 5 hours)	• ----- \$65.00
• Full day (no more than 9 hours)	• ----- \$129.50
GENERAL (Applies to all events-includes HST)	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
Hourly Rate Per Staff for Set-up/Clean-up	
• Resident	• ----- \$34.25
• Non-Resident	• ----- \$51.50
NOTES:	
1. The BIA will be permitted to sell advertising on the Market Square roof and are responsible to ensure that all signs remain in good condition.	
2. The BIA must ensure that any vandalism/graffiti to the signs is rectified in a reasonable amount of time.	
3. The installation and maintenance of the signs is the responsibility of the BIA.	
SPRING/SUMMER SPORTS FACILITIES	

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

(All rates include HST)	
Non-Resident (Any individual or organization, minor or adult outside the Town of Carleton Place or the Township of Beckwith)	
<ul style="list-style-type: none"> • Baseball Diamonds • Summer Ice Slab • Parks: <ul style="list-style-type: none"> ○ Hourly ○ Daily 	<ul style="list-style-type: none"> • ----- \$40.75 per hour • ----- \$54.50 per hour • ----- \$43.50 • ----- \$541.00 per day
Resident-Adult (Any individual or organization who is a resident of the Town of Carleton Place or the Township of Beckwith where the age of the participants are mainly over the age of 18)	
<ul style="list-style-type: none"> • Baseball Diamonds • Baseball Tournament • Batting Cage • Summer Ice Slab • Parks <ul style="list-style-type: none"> ○ Hourly ○ Daily 	<ul style="list-style-type: none"> • ----- \$27.00 per hour • ----- \$172.25 per hour • ----- \$13.50 per hour • ----- \$39.50 per hour • ----- \$27.00 per hour • ----- \$378.75 per day
Minor/Charitable (Any group of individuals where the age of the participants is mainly under the age of 18 years and are residents of the Town of Carleton Place or the Township of Beckwith or any organization in the possession of a valid donation registration # issued by the Federal Government)	
<ul style="list-style-type: none"> • Baseball Diamonds • Summer Ice Slab • Batting Cage 	<ul style="list-style-type: none"> • ----- \$17.25 per hour • ----- \$27.00 per hour • ----- \$13.50 per hour
MISCELLANEOUS	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
<ul style="list-style-type: none"> • Refreshment Vehicle-Riverside Park 	<ul style="list-style-type: none"> • ----- \$180.25 per month
BOAT LAUNCH	
Resident (Any individual or organization, minor or adult who is a resident of the Town of Carleton Place)	
<ul style="list-style-type: none"> • Season pass • Daily pass 	<ul style="list-style-type: none"> • ----- \$82.00 • ----- \$10.50
Non-Resident (Any individual or organization, minor or adult outside the Town of Carleton Place)	
<ul style="list-style-type: none"> • Season pass • Daily pass 	<ul style="list-style-type: none"> • ----- \$154.50 • ----- \$10.50
ICE RENTAL	
(All rates include HST)	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
Non-Contributing Adult	
<ul style="list-style-type: none"> • Prime time • Non-prime time 	<ul style="list-style-type: none"> • ----- \$307.25 • ----- \$272.50
Resident Adult	

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

<ul style="list-style-type: none"> • Prime time • Non-prime time 	<ul style="list-style-type: none"> • ----- \$245.50 • ----- \$210.50
Resident Minor <ul style="list-style-type: none"> • Prime time • Non-prime time 	<ul style="list-style-type: none"> • ----- \$179.50 • ----- \$141.50
Non-Contributing Minor <ul style="list-style-type: none"> • Prime time • Non-prime time 	<ul style="list-style-type: none"> • ----- \$241.25 • ----- \$202.75
Stand-by Ice Time (booked 48 hours or less in advance) <ul style="list-style-type: none"> • Friday, Saturday & Sunday evenings • Monday – Friday. 8:00 AM-4:00 PM- Only when school is in and not on holidays 	<ul style="list-style-type: none"> • ----- \$123.50 • ----- \$94.50
Non-Contributing Stand-by Ice Time (booked 48 hours or less in advance) <ul style="list-style-type: none"> • Friday, Saturday & Sunday evenings • Monday – Friday. 8:00 AM-4:00 PM- Only when school is in and not on holidays 	<ul style="list-style-type: none"> • ----- \$185.00 • ----- \$156.25
Off Hours <ul style="list-style-type: none"> • School in, not on holidays Monday-Friday 8:00 AM-4:00 PM 	<ul style="list-style-type: none"> • ----- \$123.50
Non-Contributing Off Hours <ul style="list-style-type: none"> • School in, not on holidays Monday-Friday 8:00 AM-4:00 PM 	<ul style="list-style-type: none"> • ----- \$156.25
School Bookings <ul style="list-style-type: none"> • School in, not on holidays Monday-Friday 7:00 AM-4:00 PM 	<ul style="list-style-type: none"> • ----- \$64.00
NOTES: <ol style="list-style-type: none"> 1. Ice rental rates are effective September 3rd, 2023, to September 3rd, 2024. 2. Prime time is defined as ice time hours rented: <ol style="list-style-type: none"> a. Monday-Friday 6:00 PM-11:00 PM b. Saturday and Sunday 7:00 AM-10:00 PM 3. All unused prime time hours will be subject to a \$30/hour surcharge at the end of the season. 	

CANOE CLUB
Capacity 210 persons
 (All rates include HST)

Non-Resident
 (Any individual or organization, minor or adult outside the Town of Carleton Place or the Township of Beckwith)

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

<ul style="list-style-type: none"> • Sunday-Thursday licensed event • Sunday-Thursday non-licensed event • Friday & Saturday licensed event • Friday & Saturday non-licensed event 	<ul style="list-style-type: none"> • -----\$79.75/hour plus \$51.50/hour for staff clean up • ----- \$49.75/hour • -----\$1,323.50(flat rate) includes staff clean up • ----- \$572.50(minimum charge)
<p>Resident-Adult (Any individual or organization who is a resident of the Town of Carleton Place or the Township of Beckwith where the age of the participants are mainly over the age of 18)</p>	
<ul style="list-style-type: none"> • Sunday-Thursday licensed event • Sunday-Thursday non-licensed event • Friday & Saturday licensed event • Friday & Saturday non-licensed event 	<ul style="list-style-type: none"> • -----\$65.25/hour plus \$34.25/hour for staff clean up • ----- \$32.50/hour • -----\$1,148.50(flat rate) includes staff clean up • ----- \$389.25 (minimum)
<p>Resident Charitable-Adult (Any group of individuals where the age of the participants in mainly over the age of 18 years and are residents of the Town of Carleton Place or the Township of Beckwith and in the possession of a valid donation registration # issued by the Federal Government)</p>	
<ul style="list-style-type: none"> • Sunday-Thursday licensed event • Sunday-Thursday non-licensed event • Friday & Saturday licensed event • Friday & Saturday non-licensed event 	<ul style="list-style-type: none"> • -----\$65.25/hour plus \$34.25/hour for staff clean up • ----- \$32.50/hour • -----\$1,148.50(flat rate) includes staff clean up • ----- \$389.25(minimum charge)
<p>Resident Charitable-Minor (Any group of individuals where the age of the participants is mainly under the age of 18 years and are residents of the Town of Carleton Place or the Township of Beckwith and in the possession of a valid donation registration # issued by the Federal Government)</p>	
<ul style="list-style-type: none"> • Sunday-Thursday non-licensed event • Friday & Saturday non-licensed event 	<ul style="list-style-type: none"> • ----- \$32.50/hour • ----- \$389.25(minimum charge)
<p>GENERAL (Applies to all events-includes HST)</p>	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
Hourly Rate Per Staff for Set-up/Clean-up	
<ul style="list-style-type: none"> • Resident • Non-Resident 	<ul style="list-style-type: none"> • ----- \$34.25 • ----- \$51.50
<p>NOTES:</p>	
<p>1. Minimum charge of 4 hours for non-liquor events on weekends.</p>	

SCHEDULE “A” TO BY-LAW 74-2024 FEES AND CHARGES

2. All rentals are own set-up and own clean-up unless specified on contract. There is a mandatory staff clean-up fee for all licensed rentals.
3. 2-hour minimum weekday rental required.
4. Tables and chairs are available.
5. Includes kitchen facilities.

CARAMBECK COMMUNITY CENTRE

GYMNASIUM

(All rates include HST)

Gymnasium Capacity:
 Number of non-fixed seating only-385
 Number of non-fixed seating with tables-304
 Number of standing space-480

Resident Charitable-Minor/Senior
 (Any group of individuals where the age of the participants is mainly under the age of 18 years or over the age of 55 and are residents of the Town of Carleton Place and in the possession of a valid donation registration # issued by the Federal Government)

• Weekday hourly rate	• ----- \$20.00
• Evening hourly rate	• ----- \$17.00
• Weekend hourly rate	• ----- \$30.75

Resident-Adult
 (Any individual or organization who is a resident of the Town of Carleton Place or where the age of the participants are mainly over the age of 18)

• Weekday hourly rate	• ----- \$25.50
• Evening hourly rate	• ----- \$25.50
• Weekend hourly rate	• ----- \$30.75

Non-Resident
 (Any individual or organization, minor or adult outside the Town of Carleton Place)

• Weekday hourly rate	• ----- \$36.50
• Evening hourly rate	• ----- \$36.50
• Weekend hourly rate	• ----- \$42.50

CARAMBECK LIBRARY MEETING ROOM

(All rates include HST)

Resident Charitable-Minor/Senior
 (Any group of individuals where the age of the participants is mainly under the age of 18 years or over the age of 55 and are residents of the Town of Carleton Place and in the possession of a valid donation registration # issued by the Federal Government)

• Weekday hourly rate	• ----- \$17.00
• Evening hourly rate	• ----- \$17.00
• Weekend hourly rate	• ----- \$30.75
• No show fee (48-hour cancellation notice required)	• ----- \$17.00 per hour

Resident-Adult
 (Any individual or organization who is a resident of the Town of Carleton Place or where the age of the participants are mainly over the age of 18)

• Weekday hourly rate	• ----- \$20.00
• Evening hourly rate	• ----- \$20.00

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

<ul style="list-style-type: none"> • Weekend hourly rate 	<ul style="list-style-type: none"> • ----- \$30.75
Non-Resident (Any individual or organization, minor or adult outside the Town of Carleton Place)	
<ul style="list-style-type: none"> • Weekday Hourly Rate • Evening Hourly Rate • Weekend Hourly Rate 	<ul style="list-style-type: none"> • ----- \$30.75 • ----- \$30.75 • ----- \$42.50
MEETING ROOM (All rates include HST)	
Resident Charitable-Minor/Senior (Any group of individuals where the age of the participants is mainly under the age of 18 years or over the age of 55 and are residents of the Town of Carleton Place and in the possession of a valid donation registration # issued by the Federal Government)	
<ul style="list-style-type: none"> • Weekday Hourly Rate • Evening Hourly Rate • Weekend Hourly Rate 	<ul style="list-style-type: none"> • ----- No charge if during staffing hours • ----- No charge if during staffing hours • ----- \$30.75
Resident-Adult (Any individual or organization who is a resident of the Town of Carleton Place or where the age of the participants are mainly over the age of 18)	
<ul style="list-style-type: none"> • Weekday Hourly Rate • Evening Hourly Rate • Weekend Hourly Rate 	<ul style="list-style-type: none"> • ----- \$17.00 • ----- \$17.00 • ----- \$30.75
Non-Resident (Any individual or organization, minor or adult outside the Town of Carleton Place)	
<ul style="list-style-type: none"> • Weekday Hourly Rate • Evening Hourly Rate • Weekend Hourly Rate 	<ul style="list-style-type: none"> • ----- \$25.50 • ----- \$25.50 • ----- \$42.50
GENERAL (Applies to all events-includes HST)	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
Hourly Rate Per Staff for Set-up/Clean-up <ul style="list-style-type: none"> • Resident • Non-Resident 	<ul style="list-style-type: none"> • ----- \$34.25 • ----- \$51.50
NOTES: <ol style="list-style-type: none"> 1. Weekend Rentals: <ul style="list-style-type: none"> • Gymnasium- Minimum charge of \$167.50. This excludes days in which staff are already in the building due to a rental. For current staffing availability, please call the office. • Carambeck Library Meeting Room-Minimum charge of \$83.50. This excludes days when staff are already in the building due to a rental. For current staffing availability, please call the office. • Meeting Room-Minimum charge of \$83.50. This excludes days when staff are already in the building due to a rental. For current staffing availability, please call the office. 2. Gymnasium, Library Meeting Room and Classroom rentals are not available in the daytime during holidays, PA days, or summer months due to the occupancy of the Carleton Place Childcare Services Daycare Program. 	

SCHEDULE “A” TO BY-LAW 74-2024 FEES AND CHARGES

3. Should a user group require use of the gymnasium as well as a Community Room, the “Weekday” rate shall apply to the Community Room.
4. Meeting Room “No-Show” fee-Minor/Charitable/Senior user groups will be required to pay the hourly fee of \$17.00 for any rental in the Meeting Room that is not utilized without a 48-hour cancellation notice.
5. All rentals are own set-up and own clean-up unless specified on contract.
6. Tables and chairs are available.
7. The Town of Carleton Place reserves the right to cancel bookings. In the event that this occurs, four (4) weeks’ notice will be given prior to the booking.

OWN SET UP AND OWN CLEAN UP STANDARDS

Doing your own set-up means:

- Setting up all tables and chairs as required
- Putting all decorations up yourself (with masking tape only)
- Any additional set-up as required for your event

Doing your own clean-up means:

- Wiping down all tables and chairs that were used
- Returning tables and chairs to their original location
- Placing all garbage & recycling in their appropriate containers
- Light sweeping as required
- Removing all decorations

THE STATION-ACTIVE LIVING CENTER

(All rates include HST)

MEMBERSHIPS

Non-Resident

(Any individual that resides outside the Town of Carleton Place)

- | | |
|--------------|-----------------|
| • Annual fee | • ----- \$42.75 |
|--------------|-----------------|

Resident

(Any individual that resides inside the Town of Carleton Place)

- | | |
|--------------|-----------------|
| • Annual fee | • ----- \$26.50 |
|--------------|-----------------|

POOL

(All rates include HST)

SWIM FEES

Drop-in

- | | |
|-----------------------------|-----------------|
| • Children under 2 years | • ----- Free |
| • Children 2-12 years | • ----- \$4.00 |
| • Youth 13-17 years | • ----- \$4.00 |
| • Adult 18 years and over | • ----- \$7.50 |
| • Seniors 65 years and over | • ----- \$4.00 |
| • Family maximum | • ----- \$18.00 |
| • Daycamp/Daycare/Groups | • ----- \$4.50 |
| • Aquatic staff | • ----- Free |

SWIM FEES NON-CONTRIBUTING

Drop-in

- | | |
|--------------------------|--------------|
| • Children under 2 years | • ----- Free |
|--------------------------|--------------|

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

• Children 2-12 years	• -----	\$6.25
• Youth 13-17 years	• -----	\$6.25
• Adult 18 years and over	• -----	\$10.75
• Seniors 65 years and over	• -----	\$6.25
• Family maximum	• -----	\$27.00
• Daycamp/Daycare/Groups	• -----	\$6.50
• Aquatic staff	• -----	Free
SWIM FEES		
10 Visit Cards		
• Children under 2 years	• -----	Free
• Children 2-12 years	• -----	\$36.00
• Youth 13-17 years	• -----	\$36.00
• Adult 18 years and over	• -----	\$67.50
• Seniors 65 years and over	• -----	\$36.00
• Family maximum	• -----	\$162.00
SWIM FEES NON-CONTRIBUTING		
10 Visit Cards		
• Children under 2 years	• -----	Free
• Children 2-12 years	• -----	\$56.25
• Youth 13-17 years	• -----	\$56.25
• Adult 18 years and over	• -----	\$96.75
• Seniors 65 years and over	• -----	\$56.25
• Family maximum	• -----	\$243.00
SWIM FEES		
20 Visit Cards		
• Children under 2 years	• -----	Free
• Children 2-12 years	• -----	\$72.00
• Youth 13-17 years	• -----	\$72.00
• Adult 18 years and over	• -----	\$135.00
• Seniors 65 years and over	• -----	\$72.00
• Family maximum	• -----	\$324.00
SWIM FEES NON-CONTRIBUTING		
20 Visit Cards		
• Children under 2 years	• -----	Free
• Children 2-12 years	• -----	\$112.50
• Youth 13-17 years	• -----	\$112.50
• Adult 18 years and over	• -----	\$193.50
• Seniors 65 years and over	• -----	\$112.50
• Family maximum	• -----	\$486.00
SWIM FEES		
30 Visit Cards		
• Children under 2 years	• -----	Free
• Children 2-12 years	• -----	\$103.00
• Youth 13-17 years	• -----	\$103.00

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

• Adult 18 years and over	• ----- \$186.75
• Seniors 65 years and over	• ----- \$103.00
• Family maximum	• ----- \$450.50
SWIM FEES NON-CONTRIBUTING	
30 Visit Cards	
• Children under 2 years	• ----- Free
• Children 2-12 years	• ----- \$154.50
• Youth 13-17 years	• ----- \$154.50
• Adult 18 years and over	• ----- \$270.25
• Seniors 65 years and over	• ----- \$154.50
• Family maximum	• ----- \$676.00
SWIM FEES	
40 Visit Cards	
• Children under 2 years	• ----- Free
• Children 2-12 years	• ----- \$131.75
• Youth 13-17 years	• ----- \$131.75
• Adult 18 years and over	• ----- \$239.00
• Seniors 65 years and over	• ----- \$131.75
• Family maximum	• ----- \$576.75
SWIM FEES NON-CONTRIBUTING	
40 Visit Cards	
• Children under 2 years	• ----- Free
• Children 2-12 years	• ----- \$197.75
• Youth 13-17 years	• ----- \$197.75
• Adult 18 years and over	• ----- \$346.00
• Seniors 65 years and over	• ----- \$197.75
• Family maximum	• ----- \$865.25
SWIM MEMBERSHIP	
• Swim Fees Adult – 18 years and over	• ----- \$448.00 per year
• Swim Fees Seniors – 65 years and over	• ----- \$370.00 per year
SWIM MEMBERSHIP NON-CONTRIBUTING	
• Swim Fees Adult – 18 years and over	• ----- \$649.00 per year
• Swim Fees Seniors – 65 years and over	• ----- \$571.75 per year
AQUAFIT	
Drop-In	
• Youth 13-17 years	• ----- \$10.25
• Adult 18 years and over	• ----- \$11.75
• Seniors 65 years and over	• ----- \$10.25
AQUAFIT NON-CONTRIBUTING	
Drop-In	

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

• Youth 13-17 years	• -----	\$15.50
• Adult 18 years and over	• -----	\$18.00
• Seniors 65 years and over	• -----	\$15.50
AQUAFIT		
10 Visit Card		
• Youth 13-17 years	• -----	\$92.25
• Adult 18 years and over	• -----	\$105.75
• Seniors 65 years and over	• -----	\$92.25
AQUAFIT NON-CONTRIBUTING		
10 Visit Card		
• Youth 13-17 years	• -----	\$139.50
• Adult 18 years and over	• -----	\$162.00
• Seniors 65 years and over	• -----	\$139.50
AQUAFIT		
20 Visit Card		
• Youth 13-17 years	• -----	\$184.50
• Adult 18 years and over	• -----	\$211.50
• Seniors 65 years and over	• -----	\$184.50
AQUAFIT NON-CONTRIBUTING		
20 Visit Card		
• Youth 13-17 years	• -----	\$279.00
• Adult 18 years and over	• -----	\$324.00
• Seniors 65 years and over	• -----	\$279.00
AQUAFIT		
30 Visit Card		
• Youth 13-17 years	• -----	\$257.50
• Adult 18 years and over	• -----	\$296.00
• Seniors 65 years and over	• -----	\$257.50
AQUAFIT NON-CONTRIBUTING		
30 Visit Card		
• Youth 13-17 years	• -----	\$386.25
• Adult 18 years and over	• -----	\$450.50
• Seniors 65 years and over	• -----	\$386.25
AQUAFIT		
40 Visit Card		
• Youth 13-17 years	• -----	\$329.50
• Adult 18 years and over	• -----	\$379.00
• Seniors 65 years and over	• -----	\$329.50
AQUAFIT NON-CONTRIBUTING		
40 Visit Card		
• Youth 13-17 years	• -----	\$494.50
• Adult 18 years and over	• -----	\$576.75
• Seniors 65 years and over	• -----	\$494.50
AQUAFIT MEMBERSHIP		

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

• Aquafit Adult – 18 years and over	• ----- \$710.00 per year
• Aquafit Seniors – 65 years and over	• ----- \$618.00 per year
AQUAFIT MEMBERSHIP NON-CONTRIBUTING	
• Aquafit Adult – 18 years and over	• ----- \$1,081.50 per year
• Aquafit Seniors – 65 years and over	• ----- \$927.00 per year
SWIM LESSONS (All rates include HST)	
CHILDREN'S LESSONS	
Parent and Tot	
• Resident	• ----- \$86.75
• Non-contributing	• ----- \$130.00
Preschool	
• Resident	• ----- \$107.75
• Non-contributing	• ----- \$162.00
Swimmer 1,2,3	
• Resident	• ----- \$107.75
• Non-contributing	• ----- \$162.00
Swimmer 4-6	
• Resident	• ----- \$101.25
• Non-contributing	• ----- \$151.25
Rookie, Ranger, Star Patrol	
• Resident	• ----- \$101.25
• Non-contributing	• ----- \$151.25
SWIM LESSONS (All rates include HST)	
Adult Lessons	
• Resident	• ----- \$129.75
• Non-contributing	• ----- \$195.50
Seniors 65 years and over	
• Resident	• ----- \$129.75
• Non-contributing	• ----- \$195.50
Private/Semi-Private: Two people	
• Resident	• ----- \$43.50
• Non-contributing	• ----- \$65.50
Private/Semi-Private: Adults	
• Resident	• ----- \$49.25
• Non-contributing	• ----- \$73.75
UCDSB Lessons (6x45 min classes)	
• Resident	• ----- \$38.75
• Non-contributing	• ----- \$58.25

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

Separate School Lessons (6x45 min classes)	
• Resident	• ----- \$55.75
• Non-contributing	• ----- \$84.00
LSS ADVANCED LESSONS BRONZE PROGRAMS	
Bronze Star/Basic First Aid	
• Resident	• ----- \$163.00
• Non-contributing	• ----- \$244.50
Bronze Med/Emergency First Aid	
• Resident	• ----- \$163.00
• Non-contributing	• ----- \$244.50
Bronze Cross	
• Resident	• ----- \$163.00
• Non-contributing	• ----- \$244.50
ADVANCED PROGRAMS	
National Lifeguard Service	
• Resident	• ----- \$282.00
• Non-contributing	• ----- \$423.00
NLS-Waterfront (21 hours)	
• Resident	• ----- \$188.75
• Non-contributing	• ----- \$282.50
NLS-Recertification	
• Resident	• ----- \$96.75
• Non-contributing	• ----- \$145.50
Adult Combined-BM/EF/BX	
• Resident	• ----- \$302.25
• Non-contributing	• ----- \$453.25
Swim Instructor/Advanced Swim Instructor	
• Resident	• ----- \$373.25
• Non-contributing	• ----- \$576.50
Combined Swim Instructor	
• Resident	• ----- \$373.25
• Non-contributing	• ----- \$576.50
ADVANCED-EXAM ONLY	
Bronze Med/Emergency First Aid	
• Resident	• ----- \$101.00
• Non-contributing	• ----- \$151.50
Bronze Cross	
• Resident	• ----- \$101.00
• Non-contributing	• ----- \$151.50
NLS-Any option	
• Resident	• ----- \$101.00

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

• Non-contributing	• -----	\$151.50
GROUPS		
Standard First Aid, CPR, AED		
Standard First Aid/CPR/AED		
• Resident	• -----	\$159.75
• Non-contributing	• -----	\$239.50
Standard First Aid/CPR/AED Recertification		
• Resident	• -----	\$85.75
• Non-contributing	• -----	\$128.50
STAFF		
• Standard First Aid/CPR/AED	• -----	\$137.25
• Recertification	• -----	\$102.00
POOL RENTALS		
CLUBS/CPWD		
Prime Time Rate		
• Resident	• -----	\$90.50
• Non-contributing	• -----	\$135.70
Non-Prime Time Rate		
• Resident	• -----	\$60.00
• Non-contributing	• -----	\$90.00
Swim Meet Rate		
• Resident	• -----	\$90.25
• Non-contributing	• -----	\$135.75
Rental Lifeguard		
• Resident	• -----	\$38.00
• Non-contributing	• -----	\$57.25
2/3 Pool Time Rate		
• Resident	• -----	\$75.50
• Non-contributing	• -----	\$113.25
1/3 Pool Time Rate		
• Resident	• -----	\$60.00
• Non-contributing	• -----	\$90.00
FACILITY RENTAL		
Main Pool <u>OR</u> Hot Pool-1 hour 2 lifeguards (up to 25 people)		
• Resident	• -----	\$225.00
• Non-contributing	• -----	\$337.50
Main Pool <u>AND</u> Hot Pool-1 hour 3 lifeguards (up to 25 people)		
• Resident	• -----	\$264.25
• Non-contributing	• -----	\$396.50
Main Pool <u>OR</u> Hot Pool-hourly rate 3 lifeguards (up to 75 people)		
• Resident	• -----	\$264.25
• Non-contributing	• -----	\$3396.50

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

Main Pool <u>AND</u> Hot Pool hourly rate 4 lifeguards (up to 75 people)	
• Resident	• ----- \$303.75
• Non-contributing	• ----- \$455.75
Lifeguard Instructor-hourly rate	
• Resident	• ----- \$38.00
• Non-contributing	• ----- \$57.25

TREASURY	
ADMINISTRATION FEES	
Administrative fees apply to all departments All rates include HST	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Tax certificates	• ----- \$50.00
• Legal Demand Letter Fee (prior to tax registration)	• ----- \$250.00
• Tax registration fee	• ----- \$2,500.00
• Garbage stickers	• ----- \$3.00 each
• Outstanding accounts receivable invoices	• ----- Interest of 1.25% per month. Balance greater than 90 days will be transferred to customer's tax account where possible
• NSF/Dishonoured payment	• ----- \$50.00
• Refund requests	• ----- \$25.00
• Transfer unpaid amounts to taxes	• ----- \$25.00
• Transfer requests	• ----- \$25.00
• Request to transfer payments between accounts	• ----- \$25.00
• Tax certificate – RUSH within 24 hours	• ----- \$100.00
• Mortgage company confirmation fee	• ----- \$50.00
• Mortgage company processing fee	• ----- \$10/bill or statement
• Re-printing of the following:	
○ Tax Bill/Statement	• ----- \$25.00/bill or statement
○ Water Bill/Statement	• ----- \$25.00/bill or statement
• Backyard hen application fee (initial application)	• ----- \$100.00
• Annual renewal fee (existing licence in previous year)	• ----- \$35.00
• Waste collection fee	• ----- \$100.00
Parking Lot Permit	
• 1 year	• ----- \$200.00
• 6 months	• ----- \$150.00
• 1 month	• ----- \$50.00
• 1 day	• ----- \$12.00

SCHEDULE "A" TO BY-LAW 74-2024 FEES AND CHARGES

PET TAGS	
DOGS	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Guide/Service Dogs	• ----- No charge
• Dog Tags Valid for 1 (one) year from date of purchase	• ----- \$25.00 annually
CATS	
• Spayed or Neutered (One-time fee valid for life of cat)	• ----- \$25.00
• Not Spayed or Neutered	• ----- \$70.00/annually
MISCELLANEOUS	
• All other pets (except hens)	• ----- \$25.00
• Replacement for lost tags	• ----- \$6.00

BY-LAW NO. 75-2024

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO AMEND TRAFFIC AND PARKING BY-LAW NO. 46-2003.

WHEREAS Section 11 (3) 1. of the Municipal Act, 2001, S.O. 2001, c25 authorizes municipalities to pass by-laws relating to Highways, including parking and traffic on highways;

AND WHEREAS Section 11 (3) 8. of the Municipal Act, 2001, S.O. 2001, c25 authorizes municipalities to pass by-laws relating to parking, except on highways;

AND WHEREAS Section 27 of the Municipal Act, 2001 S.O. 2001, c25 permits a municipality to regulate the Traffic and Parking on municipal streets that they have jurisdiction over;

AND WHEREAS Section 63(1) of the Municipal Act, S.O. 2001. c25 permits a municipality to remove, impound, restrain or immobilize an object or vehicle placed, stopped, standing or parked on a highway in contravention of a by-law that a municipality has passed regarding placing, stopping, standing or parking an object or vehicle on a highway;

AND WHEREAS the Council of the Town of Carleton Place adopted By-law 46-2003, the Traffic and Parking By-law;

AND WHEREAS it is deemed expedient and necessary to amend By-law 46-2003;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place hereby enacts as follows:

1. THAT Schedule III of Traffic and Parking By-law No. 46-2003 "Maximum Parking Time" be amended as follows:

SCHEDULE 'III' TO BY-LAW NO. 46-2003

MAXIMUM PARKING TIME

Column 1 Street	Column 2 Side	Column 3 Between	Column 4 Times or Days	Column 5 Maximum Period Permitted
Hawthorne	West	Lake Ave and a point 15m north of Lake Ave West Sept 1 – June 30	8:00 am – 4:00 pm Monday to Friday	15 min, or 4 hours if a valid accessible parking permit is displayed ¹

2. THAT Schedule VI of Traffic and Parking By-law No. 46-2003 “Stop Signs at Intersections” be amended as follows:

SCHEDULE ‘VI’ TO BY-LAW NO. 46-2003

STOP SIGNS AT INTERSECTIONS

Column 1 Intersection	Column 2 Direction	Column 3 Street
Peever /Dunlop	East	Peever
Peever/Hooper	West	Peever
Borland/Dunlop	East	Borland
Borland/Hooper	West	Borland
Dunlop/Cavanagh	North	Dunlop
Hooper/Cavanagh	North	Hooper
Leblanc/Borland	North	Leblanc
Leblanc/Hurdis Way	South	Leblanc
Hurdis/Dunlop	East and West	Hurdis
Dunlop/Hurdis	North and South	Dunlop
Hurdis/Hooper St.	West	Hurdis
Antonakos/Hurdis	North	Antonakos
Antonakos/Pollock	West	Pollock
Antonakos/Hooper	West	Antonakos

Pollock/Dunlop	East	Pollock
Robertson/Hooper St	West	Robertson
Robertson/Dunlop	South	Dunlop
Eastwood/Robertson	North	Eastwood
Eastwood/Hooper/Coor	South	Eastwood
Wylie/Eastwood	East	Wylie
Wylie/Hooper	West	Wylie
Reynolds/Eastwood	East	Reynolds
Reynolds/Hooper	West	Reynolds
Cummings/Eastwood	East	Cummings
Cummings/Hooper	West	Cummings
Christie/Coleman	North	Christie
McPhail/Christie	North	McPhail
Nelson/McPhail	East	Nelson
Nelson/Christie	South	Christie
Nelson/Park	South	Park
Nelson/Park	West	Nelson
Lockhard- Campbell/High	South	Lockhard-Campbell
Lockhard- Campbell/Dulmage	North	Lockhard-Campbell
Bryce/Dulmage	West	Dulmage
Dulmage/Townline	North	Dulmage
Dulmage/Townline	North	Dulmage
Morris/Mississippi	East and West	Morris
Mississippi/Morris	North and South	Mississippi
Mathews /Morris	South	Mathews
Code/Morris	North	Code
Morris/Code	East and West	Morris
Graham/Morris	South	Graham
Graham/Boyd	West	Graham
Berryman/Matthews	West	Berryman
Berryman/Boyd	East	Berryman
Taber/Boyd	East	Taber
Flegg/McNeely	West	Flegg
Flegg/Fanning	East	Flegg
Riddell/Flegg	South	Riddell
Riddell/Rathwell	East	Riddell
Fanning/Riddell	North	Fanning
Fanning/Stanzel	South	Stanzel
Fanning/Rathwell	N/A	

Stanzel/Rathwell	East	Stanzel
Rathwell/Captain A Roy Brown	East	Captain A Roy Brown
Pye/Stokes	North	Pye
Pye/Captain A. Roy Brown	South	Pye
Stokes/McNeely	West	Stokes
King/Park	East and West	King
King/Francis	North and South	Francis
King/McGregor	South	McGregor
McGregor/King	East	King
King/Lenore	North	Lenore
Francis/Lenore	West	Francis
Santiago/Lenore	East	Santiago
Santiago/Park	East and West	Santiago
Peter/Lenore	East	Peter
Peter/Park	East and West	Peter
Lenore/Miguel	South	Lenore
Munro/Carmel	South	Carmel
Munro/Francis	East	Munro
McGregor/Miguel	North	McGregor
McGregor/Coleman	South	McGregor
Peckett/Lake	South	Peckett
Peckett/Sinclair	South	Peckett
Peckett/Sinclair	West	Sinclair
Sinclair/Sinclair	North	Sinclair
Crampton/Peckett	East	Crampton
Crampton/Stonewater Bay	North and South	Crampton
McDiarmid/Willowshore	North and South	McDiarmid
McDiarmid/Hackberry	North	McDiarmid
McDiarmid/Stonewater Bay	North and South	McDiarmid
Willowshore/Stonewater Bay	East	Willowshore
Hackberry/Stonewater Bay	East	Hackberry
Hackberry/Stonewater Bay	North	Hackberry
Waterside/Stonewater Bay	South	Waterside
O'Donovan/Lake	North	O'Donovan
O'Donovan/Doucett	North and South	O'Donovan
O'Donovan/Doucett	West	Doucett
O'Donovan/Dowdall	East	Dowdall
O'Donovan/Griffith	East	Griffith

O'Donovan/Griffith	North	O'Donovan
Griffith/Dowdall	South	Dowdall
Griffith/Morris	North	Morris
Doucett/Dunham	East and West	Doucett
Johnston/Spicer	North	Spicer
Johnston/Spicer	East	Spicer
Johnston/Mississippi	West	Johnston

READ A FIRST TIME, SECOND TIME AND THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF OCTOBER, 2024.

Toby Randell, Mayor

Diane Smithson, CAO/Deputy Clerk

BY-LAW NO. 76-2024

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its council; and

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9; shall be exercised by by-law; and

WHEREAS the Council for The Corporation of the Town of Carleton Place deems it expedient that the proceedings of meetings of Council be confirmed and adopted by by-law;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place enacts as follows:

1. That the actions of the Council of the Corporation of the Town of Carleton Place at its meeting held on **October 22, 2024**, in respect to each report, motion, resolution or other actions recorded and taken by the Council at its said meeting, except where the prior approval of the Ontario Municipal Board is required, is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law;
2. That the Mayor and appropriate Manager of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said actions of the Council of the Town of Carleton Place referred to in the proceeding section;
3. That the Mayor and Clerk, and their designates, are hereby authorized and directed to execute all documents necessary on behalf of the Council and to affix the corporate seal of the Corporation of the Town of Carleton Place to all such documents;
4. That the Treasurer, or designate, is hereby directed to execute any documents necessary on behalf of the Council of the Town of Carleton Place and to affix the corporate seal of the municipality to all such documents.
5. That this by-law shall come into effect upon final passage.
6. This by-law may be cited as the "**OCTOBER 22, 2024, CONFIRMATORY BY-LAW.**"

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF OCTOBER, 2024.

Toby Randell, Mayor

Diane Smithson, CAO/Deputy Clerk