



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

BY-LAW No. 96-2022

A BY-LAW TO ESTABLISH A GENERAL TARIFF OF FEES AND CHARGES

WHEREAS *Section 391 of the Municipal Act, 2001, S.O. C.25, as amended,* provides that a municipality may pass by-laws imposing fees or charges on 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 any local board; and for the use of its property including property under its control; and

WHEREAS *Section 253(2) of the Municipal Act, 2001, S.O. C.25, as amended,* states that a clerk shall, within a reasonable time, provide a certified copy under seal of the municipality of any record subject to the Municipal Freedom of Information and Protection of Privacy Act, to any applicant who pays the fee established by Council; and

WHEREAS *Section 385 of the Municipal Act, 2001, S.O. C.25, as amended,* provides that a municipality may fix a scale of costs to be charged as reasonable costs of proceeding under Part XI of said Act; and

WHEREAS *Section 69(1) 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; and

WHEREAS *Section 23 of the Order-in-Council 2688/93* provides for a municipality to set a fee structure for lottery licensing; and

WHEREAS all public notices required by By-Law No. 1681-12 have been given;

NOW THEREFORE the Council of The Corporation of the Municipality of Red Lake hereby **ENACTS AS FOLLOWS:**

1. The fees and charges for the municipal services, activities, information and use of property which are set out in the listed below schedules to this by-law shall be imposed.

Schedule

“A”	Administration
“B”	Red Lake Airport
“C”	Cochenour Arena Ice Policy
“D”	Rental Agreement
“E”	Red Lake Community Centre
“F”	Custom Works (Rental & Labour Rates)
“G”	Miss McKenzie II
“H”	Civil Marriage Services
“I”	Planning
“J”	Red Lake Fire and Rescue Services Fees
“K”	Water and Sewage Fees
“K-1”	Water Service Rates
“K-2”	Waste Water (Sewage) Service Rates
“K-3”	Water/Sewage Service Form
“K-4”	Hydrant Use Form
“K-5”	Customer Contact Request Forms
“L”	Cemetery Rate Schedule
“M”	Transfer Station Fees
“N”	Taxi Licence Fees
“O”	Entrance Permit

Schedule - Continued

- “P” Business License Fees
- “Q” Dog Fees
- “R” Memorial Tree Program

2. The Clerk is hereby authorized to effect any minor modifications or corrections of an administrative, numerical, grammatical, semantic or descriptive nature or kind to the By-Law and Schedules as may be necessary after passage of the By-Law. All replacement Schedule(s) shall be inscribed with “revised” and “indicate the date of revision”.
3. Unless otherwise expressed to the contrary in the applicable schedule, the fees and charges set out in the said schedules are exclusive of H.S.T. and similar taxes, which, when applicable shall be payable in addition thereto.
4. The fees and charges set out in the schedules plus all applicable taxes are due and payable at the time of the transaction for which the fee or charge is imposed unless:
 - (i) a different date is specified in any invoice issued by the Municipality to any person in connection with the fee or charge imposed; or
 - (ii) a different date is specified in any written agreement between the Municipality and any person in connection with the fee or charge imposed.
5. Except in the case of a written agreement which provides otherwise, interest charges shall be added to all or any portion of any fees and charges that are due and payable at the rate of 2.25 percent per month (30.61% per annum compounded monthly) on the first day of default, and every thirty days thereafter on all amounts owing during such time as the default continues and such interest charges shall form part of the fees or charges owing.
6. With respect to fees and charges imposed by predecessor by-laws made by the Municipality and which remain outstanding as at the date that this by-law comes into force and effect, except in the case of a written agreement which provides otherwise, commencing on the date that this by-law comes into force and effect, in lieu of interest charges as prescribed in such predecessor by-law, interest charges shall be added to such outstanding amounts at the rate of 2.25 percent per month (30.61% per annum compounded monthly) and every thirty days thereafter on all such amounts owing during such time as the default continues and such interest charges shall form part of the fees or charges owing.
7. A dishonored cheque processing fee in the sum of one hundred dollars (\$100.00) shall be added to the amount otherwise owing when a cheque is returned by a bank or other financial institution for reasons such as insufficient funds being available in the account upon which the cheque was drawn, and the dishonored cheque processing fee shall be deemed to be part of the fees or charges owing.
8. All unpaid fees or charges imposed by this By-Law are a debt due to the Municipality and the Municipality may take such action as it considers necessary and as permitted by law to collect the debt.
9. This By-Law may be referred to as the “User Fees and Charges By-Law”.
10. By-Law No. 77-2021 is hereby repealed.
11. This By-Law shall come into force and take effect on January 1st, 2023.

READ a **FIRST** and **SECOND TIME** this 19th day of December, 2022.

Fred Mota, Mayor

Christine Goulet, Clerk

READ a **THIRD TIME** and **FINALLY PASSED** this 19th day of December, 2022.

Fred Mota, Mayor

Christine Goulet, Clerk



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
ADMINISTRATION

GENERAL

Tax Certificate	60.00
Certified True Copy	7.00 (for the first 5 signatures, \$2.00 per signature thereafter)
Commissioner of Oath	30.00 (for the first 5 signatures, \$2.00 per signature thereafter)
Photocopying/Scanning	
- Black and White	0.25 per page
- Colour	0.50 per page
Computer Printout	
- Black and White	0.25 per page
- Colour	0.50 per page
Death Registration	25.00
Administration Fee (if not classified elsewhere)	85.00
Municipal Accommodation Tax	
- Late Remittance Fee	250.00 per month
Special Meeting of Council	350.00
Faxes - Incoming	1.00 per page received
Faxes - Outgoing	5.00 minimum plus \$1.00 per page
Verification - Water/Sewer Taxes, Residency	45.00 per letter
Tax Sale Tender Package	25.00 plus \$3.00 for postage/handling
Land Appraisals	
- Performed by Municipality	25.00
- Outsourced	Actual Cost
Municipal Pins	3.00
Blue Boxes - Recycling	10.00
Composters - Large	50.00
Composters - Small	9.00

FREEDOM OF INFORMATION REQUESTS

Application Fee	5.00 taxes not applicable
Other Costs	Per MFIPPA legislation
Preparation/Research of Documents	30.00 per hour with 1 hour minimum
- includes research, municipal staff costs and disbursements	



ADMINISTRATION

REPRINT FEES

Tax Bills	5.00
Water/Sewage Bills	5.00
Mortgage Listing Fees	10.00

ADMINISTRATION FEE - CREDIT CARD

Credit card payments for Commercial, Multi Residential, Industrial and Large Industrial Property Taxes shall be subject to a four percent (4%) surcharge for all transactions, regardless of the transaction amount.

Credit card payments for Residential Property Taxes shall be limited to current year property taxes for one (1) Residential Property without surcharge.

Credit card payments for second and subsequent Residential Property Taxes shall be subject to a four percent (4%) surcharge for all transactions, regardless of the transaction amount.

Credit card payments for arrears Residential Property taxes shall be subject to a four percent (4%) surcharge for all transactions, regardless of the transaction amount.

Credit card payments for Municipal Services, other than property taxation, may be made without surcharge.

TAX REGISTRATION - REAL TAX FEES

Set up files and prepare for tax registration	400.00	
Notices under the <i>Farm Debt Mediation Act</i>	50.00	per notice
Tax Registration - Part 1	475.00	
Obtain and analyze title search*, prepare tax arrears certificate and file folder		
*Additional fees may apply for complex title searches		
Execution Searches (Sheriff's Certificates	25.00	per name
Copies of Executions (Writs of Seizure and Sale)	20.00	per writ
Tax Registration - Part 2	250.00	each
- Register Tax Arrears Certificate		
- Register Cancellation Certificate, Tax Deed or Notice of Vesting		
- Update Title Search		
- Prepare First Notices		
- Prepare Treasurer Statutory Declarations		
Execution Searches (Sheriff's Certificates	25.00	per name
Corporate Searches	50.00	per name
Mail Notice of Registration of a Tax Arrears Certificate ("First Notices")	25.00	per notice **Notices outside of Canada are \$60.00 extra
Additional Farm Debt Notices or Bankruptcy Notices	100.00	Administrative Fee plus \$50.00 per notice **Notices outside of Canada are \$60.00 extra
Additional First Notices	100.00	Administrative Fee plus \$25.00 per notice **Notices outside of Canada are \$60.00 extra



ADMINISTRATION

TAX REGISTRATION - REAL TAX FEES CON'T

Tax Registration - Part 3		
- Update Title Search		
Prepare Final Notices	250.00	
Mail Final Notices	25.00	per notice
		**Notices outside of Canada are \$60.00 extra
Additional Final Notices	100.00	Administrative Fee plus \$25.00 per notice
		**Notices outside of Canada are \$60.00 extra
Municipality's Administrative Fee for Tax Registration	100.00	plus 5% of all Real Tax fees, when applied

TAX SALE - REAL TAX FEES

Tax Sale	1,100.00	
- Treasurers' Statutory Declaration		
- Advertisement		
- Tender Packages		
- Tender Opening Checklist		
- Notices to Higher and Lower Tenderer		
- Tender Rejection Form		
- Payment into Court Requisition		
- Auctioneer and Surveying if required are additional		
Notices to Interested Parties and Public	25.00	per notice
Trustee after payment into court has been made		
List a tax sale property with OntarioTaxSa	475.00	
Re-advertise Tax Sale	1,100.00	
Apply for payment out of court of excess funds	1,135.00	
Municipality's Administrative Fee for Tax Sale	5%	of all Real Tax fees, when applied

EXTENSION AGREEMENT

Prepare Extension Agreement and present to Council for consideration	200.00
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MUNICIPAL PARKING LOTS - 155 & 171 HOWEY ST, RED LAKE

Parking Only	170.00	per annum
Parking and Hydro	330.00	per annum

MUNICIPAL PARKING LOT - ST. PAUL'S BAY

Parking Only	200.00	per annum
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CLOSING OF HIGHWAY

Commercial or Industrial Closure	200.00	per closure
Not for Profit/Charity Event	No Charge	



ADMINISTRATION

AGCO LIQUOR SALE LICENSES - MUNICIPAL APPROVAL

Agency Letters of Approval - in combination	150.00	per application
- Municipal Information Form		
- Letter of Non-Objection		
Municipal Information Form	50.00	per application
Letter of Non-Objection	50.00	per application

OTHER DIRECT INCIDENTAL COSTS

Costs for other direct incidental items not considered above to be established as incurred, based on invoiced cost plus fifteen (15%) percent

LOTTERY LICENSING FEES

- Bingo	1% of Prizes
- Media Bingo	3% of Prizes
- Break Open Ticket	1½% of Prizes
- Raffle	3% of Prizes
- Bazaar - Raffle/Bingo	2% of Prizes
- Per Wheel/Day	10.00



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

AIRPORT

LANDING FEES

Turbo and Jet Aircraft		
Domestic		
- 10,000 kg or less	3.92	per 1,000 kg
- 10,001 kg to 45,000 kg	5.34	per 1,000 kg
- 45,001 kg or greater	5.92	per 1,000 kg
- Minimum Landing Fee	19.52	
Piston Aircraft		
Domestic		
- Minimum Landing Fee	10.37	

GENERAL TERMINAL CHARGES

Aircraft Seating	
1 - 9	19.70
10 - 15	32.92
16 - 25	50.71
26 - 45	86.30
46 - 60	135.31
61 - 89	203.21
90 or greater	278.62

AIRCRAFT PARKING CHARGES

Aircraft Weight	Daily Charge	Annual Charge
- 2,000 kg or less	12.93	718.56
- 2,001 kg or 5,000 kg	13.55	832.39
- 5,001 kg to 10,000 kg	21.85	-
-10,001 kg to 30,000 kg	45.29	-
- 30,001 kg or greater	65.65	-

LAND RENTAL RATE

Light Industrial - Full Service with Apron Access	2.05	per sq. meter per year
Light Industrial - Partial Service with Apron Access	1.85	per sq. meter per year
Light Industrial - Full Service without Apron Access	6.90	per sq. meter per year
Light Industrial - For the Purpose of Dispensing Aviation Fuels	1.53	per sq. meter per year
Minimum Charge	1,188.78	per year

AIRPORT TERMINAL BUILDING

Ticket Counter	593.50	per sq. meter per year
Office Space	489.16	per sq. meter per year
Baggage/Industrial Area	300.01	per sq. meter per year
Conference Room Rental	47.25	for first hour
	17.59	each additional hour



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

AIRPORT

RETAIL CONCESSION

Concession Fee	7% of gross revenue per month
Retail Space	111.40 per sq. meter per year

VEHICLE CONCESSION

Concession Fee	Minimum guarantee \$448.82 per month of 7% of gross revenue per month, whichever is greater
Counter Space	62.19 per month
Vehicle Parking	Four (4) free stalls per month Extra parking spots per Vehicle Parking Rates

VENDING MACHINES

Concession Fee	7% of gross revenue per month
Machine Space	278.49 per year
ATM/Cash Machine	25% of gross revenue per month

TV MONITOR ADVERTISING

Fifteen (15) second advertisement	38.00 per month
Thirty (30) second advertisement	68.00 per month
Forty-five (45) second advertisement	106.00 per month
Dedicated Monitor	136.00 per month

<u>DISPLAY CASES</u>	620.00 per year
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PAMPHLET ADVERTISING

Full Size (8.5" x 11")	150.00 per year
Half Size	100.00 per year

<u>PAY TELEPHONE</u>	Per agreement with Bell
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VEHICLE PARKING

Short Term	
First thirty (30) minutes	Free
After thirty (30) minutes	2.00 per hour
Daily maximum	9.00
Thirty (30) day maximum	100.00
Long Term	
Hourly rate	2.00
Daily maximum	9.00
Thirty (30) day maximum	100.00
Daily heater rate	10.00 additional



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

AIRPORT

FUEL CONCESSION

Av Gas	0.1042 per litre
Turbo Fuel	0.0508 per litre

<u>REGISTRATION FOR MOBILE REFUELING AND DEFUELING EQUIPMENT</u>	0.0672 per kg gross weight per year
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<u>ENVIRONMENTAL FUEL STORAGE</u>	0.0290 per litre tank storage capacity per year
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<u>AIRPLANE PLUG INS</u>	10.00 per day per heater
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AIRPORT IMPROVEMENT FEE

There shall be levied and collected upon such class of persons the fee of \$21.31 per passenger for all passengers departing the Red Lake Airport via schedule flights be they regularly scheduled flights or air charter flights.

The fee is comprised as follows:

Passenger Departure Fee	8.24
Airport Improvement Fee	13.07

The fee becomes due and payable to the Airport Manager or his/her designate immediately prior to boarding of the scheduled or charter flight by means of the purchase of a ticket from the automated parking machine or other form of purchase as determined by the Airport Manager or his/her designate.

The failure to pay such fee will result in a departing passenger not being allowed to enplane or be subject to such other measures as deemed appropriate by the Airport Manager or his/her designate.

The definition of “departing passenger” shall be construed to mean only those passengers who have a ticket indicating that departure is from Red Lake Airport and shall not be construed to mean a passenger whose departure originated elsewhere and who is continuing on the same flight to another destination.

The failure to report departing passengers by the 15th of the next month, will result in billing based on the aircraft passenger capacity.

GENERAL

The fees and charges set out on this Schedule shall be subject to taxes as applicable with the exception of Vehicle Parking, Fuel Concession, Airplane Plug Ins and Airport Improvement Fee which include applicable taxes.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
COCHENOUR ARENA ICE POLICY AND RENTAL RATES

DEFINITIONS

Arena Season - Arena Season shall be October 1st of each year to March 31st of the following year or as approved by the Recreation Supervisor.

Special Events - Special Events are events, which do not take place on a weekly basis; such as tournaments, figure skating carnivals, demonstrations, test days, skate-a-thons, challenge cups, etc. All Special Events must be submitted prior to the commencement of the Regular Season, approved through the Recreation Department and confirmed ten (10) days prior to commencement.

Blocked Time - Blocked Time shall mean ice rental for events that take place on a weekly basis or predetermined times. Blocked Time shall be for the Arena Season.

Tidy - Clean enough so that other patrons may use the facility without staff/patrons having to move items or clean between uses.

RENTAL RATES

Ice Rental Rates

High School/Junior A Sports		
Practice Time	72.88	plus HST per hour
Games	101.16	plus HST per hour
Minor Leagues/Use - Hockey/Figure Skating	70.71	plus HST per hour
Adult Leagues/Use - Hockey Commercial/ Senior/Recreation/Figure Skating/Pleasure	99.80	plus HST per hour
Public School - Classroom	2.00	per student or adult
Drop In Fees - Open Skate/Pay to Play		
12 yrs & Under	2.00	per person
13 yrs & Over	3.00	per person

Arena Room Rental Rates	Seasonal Rental Rate	Monthly Hydro Consumption
Small Storage Room	274.90 plus HST	89.31 plus HST
Large Storage Room	397.95 plus HST	130.05 plus HST

RENTAL TERMS

1. Contracts are required for the above rentals excluding Drop-In. Special Events may cancel your scheduled weekly activity --- Do not assume --- Please check the schedule. After a Special Event is completed, the Arena reverts back to the normal schedule. Should a Special Event run over the allotted time, the schedule will be moved forward (clockwise). Any club/group/special event that goes over the allotted time shall be charged for the ice time plus any extra hours worked by the Municipal Staff.
2. All Ice User Groups that schedule Blocked Time shall enter into a Contract with the Municipality of Red Lake. The Ice User Groups shall be billed twice a year (October and January) based on the Contracts. The Ice User Groups must provide to the Recreation Supervisor the name of the designated ice scheduler (including e-mail, phone and fax numbers) by October 1st of each year. A copy of all league schedules must also be forwarded to the Recreation Office by October 1st of each year. All regular leagues must provide Proof of Insurance in the amount of no less than \$2,000,000 liability coverage to the Recreation Supervisor before the Arena Season commences. All copies of insurance shall add the Corporation of the Municipality of Red Lake as additional insured. Cancellation of ice time shall only be applicable if ice time is unavailable due to a facility-related problem (Christmas, March Break, power outage, emergency evacuation, mechanical breakdown, severe weather conditions).



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

COCHENOUR ARENA ICE POLICY AND RENTAL RATES

RENTAL TERMS CON'T

3. The users shall indemnify and hold harmless the Corporation of the Municipality of Red Lake, its officers, members of municipal council, employees and volunteers from and against any liabilities, claims, expenses, demands, loss, cost, damages, actions, suits or other proceedings made, sustained, brought, prosecuted or threatened to be brought or prosecuted that are based upon, occasioned by or attributed to any bodily injury to or death of a person or damage to or loss of property caused by any negligent act or omission on the part of the indemnifying party, its officers, employees, students, agents or volunteers arising out of this agreement.
4. Allocation of ice time shall be given the following priority:
 - (a) Local special events, games, playoffs and tournaments
 - (b) Local minor, house play and programs
 - (c) Local adult leagues
 - (d) Non-residentFor the purpose of determining priority, minor shall include Junior A and under
5. Scheduled and approved Special Events **must be confirmed or cancelled in writing, during normal working hours, ten (10) days prior to the event.** Please use the attached form 'Special Event Confirmation Sheet' for this purpose. The person who originally booked the facility must make Cancellation Notices of Special Events. Cancellation of Special Events must be received by mail, email, Tele copier (fax) or hand-delivered to the Recreation Supervisor. Cancellations of Special Events received after the deadline or not following the above-noted procedure will not be accepted by the Municipality of Red Lake and the group will be charged for the rental.
6. Municipal Staff reserve the right to cancel at any time events that are taking place at the facility if the operation of the facility should be deemed unsafe. Municipal Staff reserves the right to evacuate the building at any time due to a safety issue. Every User of the facility is responsible to share with their participants, the Cochenour Arena – Emergency Exits Map.
7. Individual Users requesting ice time shall complete a Contract, **in writing, during normal working hours, ten (10) days prior to the requested ice time.** Please contact the Recreation Supervisor.
8. An hour booking is considered to be 50 minutes or less, dependent on ice conditions. At the 45-minute mark, a warning buzzer will sound. Users must stop and leave the ice after the second buzzer. **No one** shall enter the ice surface until the other user is off the ice, maintenance is completed and the Municipal Staff has indicated that the ice is ready for use by means of the warning buzzer. All items shall be removed from the ice surface and all doors closed. Users will be responsible for damage to the ice resurfacing machine due to objects being left on the ice surface.
9. In order to avoid any potential future legal action with respect to ice conditions, the flooding schedule for the Block Booking Season will be strictly adhered to and controlled only by the on-duty Municipal Staff. A flood will never be skipped and an additional flood may be performed if the on-duty Municipal Staff feels that it is warranted. The on-duty Municipal Staff will have the authority to make appropriate decisions relative to ice quality and reserves the right to flood the ice at their discretion. It is important to note that an appropriate and productive flood takes 10 minutes to perform. The on-duty Municipal Staff will not be influenced to complete faster floods, which will ultimately provide inferior and potentially dangerous ice conditions. Special Event flooding must be arranged on Special Event Confirmation and may be altered by on-duty Municipal Staff as to ice quality and if special event is running on schedule. This may mean that the Special Event User may have to alter the Special Event to fit into the scheduled time.
10. Procedures for Eviction and Suspension within a Municipal Facility will be strictly adhered to.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

COCHENOUR ARENA ICE POLICY AND RENTAL RATES

RENTAL TERMS CON'T

11. The Cochenour Arena is a **NON-SMOKING** facility. This includes any and all smoking products up to and including e-cigarettes and vaporizers. This policy is strictly enforced. If the policy is violated, the following action will be taken:
 - 1st offence will result in the person being suspended from the facility;
 - 2nd offence will result in the team being suspended from the facility; and
 - 3rd offence will result in the league being suspended from the facility.
12. Propane torches for aluminum sticks, etc. shall not be used on the premises.
13. Arrangements to use the Sound Equipment, Time Clock Controller and Cordless Microphone must be made, and the equipment is to be used by authorized persons only. The person receiving the equipment will be responsible for its return to the Facility Office immediately after the end of the ice rental period. If there are any damages to the equipment, the User will be charged for repairs.
14. Dressing Room keys will only be issued to the Coach, Manager or Supervisor of the activity scheduled. The person receiving the keys will be responsible for its return to the Facility Office. Use of keys is recommended, as the Municipality shall not be responsible for lost or stolen items.
15. All users are required to be out of the dressing rooms within **30-minutes** after using the ice and the dressing room must be left in a Tidy manner—brooms and dustpans are available in the room for cleaning purposes. If the room is untidy or damaged, the individual/organization will be billed for the cost of repairs and or cleaning as each group is responsible for the cleanliness due to limited time between bookings.
16. All participants/spectators are requested to deposit garbage in cans provided in Arena and Dressing Rooms.
17. Red Lake Municipal Alcohol Policy states that the Arena floor surface is only eligible for a Special Occasions Permit for events only during non-skating seasons. **ALCOHOL IS NOT PERMITTED IN THE BUILDING DURING SKATING SEASON.** This shall be strictly enforced.
18. A pay telephone is available in the Lobby for Public use. Office telephones are restricted to Staff use only.
19. Individuals/organizations causing damage to any equipment/facility will be charged for cost of repairs.
20. All posters, decorations, etc. are to be put up on bulletin boards only. Use of tape, staples, tacks, etc. on walls is strictly prohibited.
21. Where tickets are sold for Special Events, the User shall post a sign with the following: *The facility owners/arena and/or host club/organization shall not be held liable for any injury that may occur on this date. Each patron assumes risks associated with this spectator*
22. The User shall prior to the game/event and before the beginning of each period of any sporting event ensure that the following announcement is read over the public address system:
Attention Fans! Be Aware that pucks/balls/sticks/equipment may leave the ice surface at any time which can cause serious injury. Please be aware of the activities on the playing surface at



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
COCHENOUR ARENA ICE POLICY AND RENTAL RATES

RENTAL TERMS CON'T

- 23. Recreation Management reserves the right to provide community programming that benefits the Municipality of Red Lake Residents. This programming will consist of open skate, family skate and pay-to-plays to name a few. These programs may be part of every weekly schedule, but may not include all programs and may be cancelled due to Special Events. All users are required to wear a helmet for all pay-to-plays. All users under 18 must wear a helmet for open skate
- 24. All groups are responsible for arranging and providing security to all major special events/tournaments/games/playoffs/sports camps. The Municipality of Red Lake does not provide security, and is not included in the Contract.
- 25. The concession is a contracted service at the Arena and the contractor has exclusive rights to sell food in the Arena. No group other than the contractor is permitted to sell food during the season unless permission is given to the user group by the contractor and the Recreation Supervisor.
- 26. All dishes used in the concession for public use are to be washable/reusable and/or biodegradable.
- 27. Cell phones shall not be permitted in the dressing rooms.
- 28. User Facility Agreement Accessibility Checklist shall form part of this policy.
- 29. It is the discretion of the Recreation Supervisor to change or add to the above policy, as deemed appropriate or necessary.
- 30. User groups are responsible for their own SOCAN license fees.
- 31. There may be changes, without notice to this policy due to COVID-19. The Municipality will work with users to ensure as much notice as possible is given in regard to these changes.

Recreation Office
Red Lake Community Centre
10 Hammell Road
Red Lake , ON P0V 2M0
Phone - (807) 727-2089

Arena
1 William Street
Cochenour, ON P0V 1L0
Phone - (807) 662-2161
recreation@redlake.ca

Mail to Municipal Office
The Corporation of the Municipality of Red Lake
Recreation Department
Box 1000
Balmertown, ON P0V 1C0
Phone - (807) 735-2096
Fax - (866) 681-2954



COCHENOUR ARENA SPECIAL EVENT CONFIRMATION

Date: _____ Name of Organization League: _____

Billing Address: _____

Phone Number of Ice Renter: (Home) _____ (Work) _____

E-mail: _____

Special Event: _____ Date(s): _____

Special Event Times Are Suitable As Per Schedule: ☐ Yes ☐ No

If No, Please Indicate Change Below. (If more than one day must include times for all days and if extra ice time conflicts with normal scheduled events you must contact user and get written permission to use ice time as time contracted out and it must be attached.)

Rooms Required: (please check):

- ☐ Dressing Room 1
- ☐ Dressing Room 2
- ☐ Dressing Room 3
- ☐ Dressing Room 4
- ☐ Referee Room
- ☐ P.A. Booth

Special Conditions for Ice Surface and Flood Times: _____

Tables/Chairs: _____

Other Items needed (must be signed out through Recreation Office):

- ☐ Time Clock Controller
- ☐ Cordless Microphone

Are you playing music at this event? ☐ Yes ☐ No

If yes, specific tariffs through SOCAN must be added on to rental.
See Recreation Supervisor for details.

Are you charging an entry fee at this event? ☐ Yes ☐ No

Other Requests _____

COSTS AND PROCEDURES WILL OCCUR ACCORDING TO COCHENOUR ARENA ICE POLICY AND
SOCAN TARIFFS

The Ice Renter agrees to that the following information in this form is true and represents the user group
so named and agrees that the Municipality of Red Lake Recreation Management can make the
appropriate changes to the ice schedule.

Lessee

I certify I have the authority to bind the
Lessee

Print Name

Date

Recreation Supervisor

I certify I have the authority to bind the
Corporation

Print Name

Date



ICE RENTAL AGREEMENT
BETWEEN

THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
(Hereinafter called the Lessor)

AND

Organization (Lessee): _____
Contact Name: _____ Title in Organization: _____
Billing Address: _____
Phone Number of Ice Renter: (Home) _____ (Work) _____
E-mail: _____

Single Time Slot:		
_____	_____	_____
Start Time	End Time	Total Hours
_____	_____	_____
Cost per Hour	No. of Hours	Sub-Total
_____	_____	_____
HST	Total	
Office Use: <input type="checkbox"/> Cash	<input type="checkbox"/> Cheque	<input type="checkbox"/> Receipt Given
<input type="checkbox"/> Schedule Changed		

Block Time Requested (October 1 - March 31). See attached for ice time allocation and fees for the duration of _____

Other Requests _____

The provisions of this agreement shall be binding on both parties and their respective successors and heirs and all costs and procedures as outline in the Cochenour Arena Ice Policy and SOCAN Tariffs are applicable

Lessee

I certify I have the authority to bind the
Lessee

Print Name

Date

Recreation Supervisor

I certify I have the authority to bind the
Corporation

Print Name

Date

Office Use: ☐ Copy to Arena Staff Date Received: _____



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

USER FACILITY AGREEMENT ACCESSIBILITY CHECKLIST

The use of our community facility must ensure that persons with disabilities can fully participate in the event. The following checklist is to be used in the planning, organizing and staging of your event.

ITEM	REQUIREMENTS
Site Parking	Ensure site parking spaces to serve
Event Entrance	Ensure no barriers are present or created by the set-up of your event. Use of building entrances supported by power-assist or automatic doors is recommended. Proper signage and lighting should also be in place.
Drop-off Area	A vehicle drop-off area may be required for use by taxis, specialized vehicles, near the main event entrance area.
Registration – ticket sales	Ensure the event set-up accommodates all abilities (lower counter heights – service areas, set-ups).
Accessible Customer Service Policy	The individual accompanying the person with a disability to your event is entitled to free admission. See the Municipal Accessible Customer Service Policy for specific details.
Certified Service Dogs	Allow certified service dog admitted to your event.
Event Seating	Ensure seating provisions, table arrangements accommodate persons with disabilities.
Food – bar service	Ensure the set-up accommodates all abilities (lower counter heights – service areas, set-ups).
Washrooms	Use of accessible washrooms is required.
Hearing assistive devices	The provisions of hearing assistive devices may be required.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
RENTAL AGREEMENT

The Corporation of the Municipality of Red Lake, in the best interest of the community, reserves the right to refuse the rental for any individual or organization and the right to cancel the Rental Agreement at any time.

Applicant: _____

Organization: _____

Address: _____

Phone Number: _____ E-mail: _____

Dates Requested: _____

_____	_____	_____
Start Time	End Time	No. of Attendees

Details of Event/Function: _____

Area/Building(s) Required	✓	Rental Fee	No. of Hours	Total
Cochenour Arena <ul style="list-style-type: none">- Social Function no bar*- Social Function with bar*- Additional Hours- 3 Days with or no bar		450.54 563.09 56.46 per hour 1,689.29		
Cochenour/RL Ball Diamonds <ul style="list-style-type: none">- Children's League (season)- Adult's League (season)- Rental (no lights)- Rental (lights)- Other		Per Team 25.01 119.66 37.14 47.76 Contact		
Cochenour Hall Kitchen <ul style="list-style-type: none">- Use of equipment (no cooking)- Non-catering (hall not required)*- Hourly Rate- Catering<ul style="list-style-type: none">- 0 - 50 people- 51 - 100 people- 101 - 150 people- 151 - 204 people		Per Day 39.47 112.70 24.83 per hour 36.10 64.19 92.38 120.52		
Cochenour Social Hall <ul style="list-style-type: none">- Non-profit with bar- Non-profit w/o bar- Meetings/Birthday Parties/Clubs/Organizations		281.54 180.21 82.22 for first hour 12.40 each extra hour		
Council Chambers During regular hours of operation. Coffee not available		28.18 for first hour 16.91 each extra hour		
Conference Room During regular hours of operation. Coffee not available		16.91 for first hour 9.04 each extra hour		

*Up to 8 hours of use



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
RENTAL AGREEMENT

Area/Building(s) Required	✓	Rental Fee	No. of Hours	Total
Market Pavilion				
- Half Day (up to 4 hours)		210.00		
- Full Day (over 4 hours)		420.00		

Items	✓		Quantity	
Chairs				
Tables				

The Renter agrees to pay the full cost of the following:

Total of Facility Rental(s):	\$
Total of Item(s)	\$
HST	\$
Extra Hours, Wages etc.	\$
Sub-Total	\$
Less Damage Deposit (if applied)	\$
Total Estimated Amount to be Billed	\$

Adjustments (Details if Required)	\$
Total Amount to be Billed	\$

I hereby understand all the Rules, Regulations and Renters Responsibilities and agree to pay the full amount of the Rental Agreement:

Signature: _____ Date: _____

I hereby approve this permit on behalf of the Corporation of the Municipality of Red Lake:

Signature: _____ Date: _____
(Signature of Authorized Official)



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

RENTAL AGREEMENT

RULES, REGULATIONS AND RENTERS RESPONSIBILITIES

1. All exits must be free from obstruction

2. Rates and regulations are subject to change without prior notice.

3. Renters are responsible to:

(a) Obtain a Special Occasions' Permit. If required, obtain application from LCBO, prepare and pay permit fee(s), prepare rental agreement, prepare Municipal Alcohol policy, return to Municipal Office and await approval. Rules of the permit and Municipal Alcohol policy are to be followed. Copy of the permit(s) must be provided to the Recreation Supervisor a minimum of 10 days prior to the event.

(b) The Applicant must provide proof of a Third Party Liability policy with a liability limit of not less than \$2,000,000 per occurrence when serving alcohol. The policy shall name the Corporation of the Municipality of Red Lake as an additional insured. Coverage shall include, but not be limited to, bodily injury, property damage, cross liability and contractual liability. A Certificate of Insurance shall be posted with the Recreation Supervisor 10 days prior to the beginning of the rental period.

(c) As a part of the consideration for the municipality renting the above facility to me/us, I, on behalf of myself the renting organization and its members agree to release and discharge, and to indemnify and save harmless, the municipality from and against all claims and proceedings, by whomsoever made or brought, in respect of any costs, losses, damages, injury or expenses arising by reason of my/our use of the rented facilities.

(d) It is the renter's responsibility to leave the facility the way they found it. The facility must be cleaned after any rentals and any objects moved must be returned to its original place.

(e) Ensure occupancy capacities are followed as approved:

1. Cochenour Arena Foyer: 155;
2. Arena Ice Surface: 845;
3. Cochenour Community Hall: 204;
4. Red Lake Community Centre Lobby: 180; and
5. Red Lake Community Centre Squash Court Viewing Area: 65

It is the responsibility of the renter to limit occupancy to these prescribed capacities since excess of these amounts is considered dangerous and unlawful.

(f) Ensure that all lights and electrical appliances are turned off and all exits secured before leaving the premises. **Smoking is not permitted in any Municipal facility.** This includes all types, up to and including e-cigarettes and vaporizers.

(g) Ensure wall decorations are only put up with tape approved by the Recreation Supervisor or Hall Manager. **Staples, nails, tacks, pins or glue are absolutely not permitted.**

(h) Set up the function and clean up after the event. The renter may enter the facility for preparation one day prior to the requested date, provided the facility has not otherwise been booked. The renter further understands the day prior to the requested event date(s) may be available for rental.

(i) Collect drinking cups/glasses, clean grounds/facilities, following the event and agrees to reimburse the Corporation of the Municipality of Red Lake for any costs incurred as a result of damages and or losses. For outdoor events, the renter must make necessary arrangements with the local refuse collection services to remove any additional refuse.

(j) All dishes are to be washable/reusable and/or biodegradable.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
RENTAL AGREEMENT
RULES, REGULATIONS AN RENTERS RESPONSIBILITIES CON'T

- (k) Understand the rental agreement and all regulations of the Municipality's Alcohol Policy (if applicable).
 - (l) Ensure that during the event, the snow is cleared from all entrances to the Cochenour Community Hall.
 - (m) Ensure all people admitted to the function have vacated the rented premises promptly at the time specified on the permit and/or contract.
 - (n) Ensure that all Northwestern Health Unit regulations are adhered to.
 - (o) User facility agreement accessibility checklist shall form part of the rental agreement.
 - (p) Ensure all Municipal By-Laws are adhered to.
4. The Corporation of the Municipality of Red Lake will not be responsible for personal injury, damage/loss and/or theft of personal property or equipment of applicant or anyone attending the function.
 5. The agreement must be completed 10 days prior to the function to ensure availability of facility and for arrangements to be made. Forty-eight (48) hours notice is required for cancellation; otherwise applicant will be charged a seventy-five dollar (\$75) administration fee.
 6. All events and activities shall be conducted within the requirements of the Ontario Fire Code and will be subject to inspection and approval by the Fire Chief of the Corporation of the Municipality of Red Lake and/or his/her designate.
 7. Final rental fees and charges may be revised as required.
 8. The renter hereby acknowledges that in the event that any of the facilities are unavailable for some reason related to equipment breakdown or malfunction, the Corporation of the Municipality of Red Lake may summarily cancel this agreement. The renter hereby releases and forever discharges the Municipality of Red Lake from any economic losses or damages suffered as a result of the cancellation of this agreement for the reasons above.
 9. A Damage Deposit in the amount of two hundred dollars (200) is required and must be submitted with a completed rental agreement. The Damage Deposit shall be refunded upon satisfactory inspection of the hall by municipal staff.
 10. All goods and services subject to Harmonized Sales Tax (HST).
 11. There may be changes, without notice to this policy due to COVID-19. The Municipality will work with users to ensure as much notice as possible is given in regard to these changes.

I hereby understand all the Rules, Regulations and Renters Responsibilities and agree to pay the full amount of the Rental Agreement:

Signature: _____ Date: _____



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
RENTAL AGREEMENT

USER FACILITY AGREEMENT ACCESSIBILITY CHECKLIST

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THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
RED LAKE COMMUNITY CENTRE

MEMBERSHIPS

Type	Length	Cost	Add Programs
Adult	1 Year	225.36	100.00
	3 Months	96.68	50.00
	1 Month	42.68	25.00
Junior	1 Year	50.39	
	3 Months	24.54	
	1 Month	18.66	
Student/Senior	25% off adult rates		

BOOK OF 10 PASSES

Adult	40.58
Student/Senior	31.69

DAILY DROP IN FEE

Adult	5.50
Student/Senior	5.00
Junior	3.25

LOCKER RENTALS (MEMBERS ONLY) - date to coincide with membership date

	1 Year	3 Months	1 Month
Full Locker	52.19	28.51	12.94
Half Locker	38.80	15.54	6.48

Note - all fees include HST as applicable

RULES AND REGULATIONS

DEFINITIONS

Child - Grade 8 and under - Required to be accompanied by an adult when using courts, weight room and cardiovascular machines.

Junior - Attending High School. Only available after parent purchases an adult membership.

Student - Attending High School, College or University - proof of enrollment required.

Senior – 55 and older - proof of age required.

GENERAL RULES

All facility users are required to sign in at the front desk

If you are a member, check with the Front Desk to verify when your membership expires. Persons who do not abide by Centre rules may have privileges suspended.

Squash players 18 years of age or younger are required to wear protective eyewear on the squash courts. Protective eyewear is recommended for all players.

Children in Grade 8 and under must be accompanied by an adult when using courts, cardio equipment, weights or squash. Exceptions may be applicable. Inquire with the Recreation Supervisor.

The Municipality of Red Lake and its employees are not responsible for lost/stolen items.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

RED LAKE COMMUNITY CENTRE

Videotaping - The Red Lake Community Center prohibits "photography, videotaping, filming or audio recording" of other gymgoers without their consent in all public common areas such as the weight room and cardio areas. "Photography, videotaping, filming or audio recording" are absolutely forbidden in private areas such as bathrooms, locker rooms, showers and saunas.

Dress Code - all users of the facility must wear shirts that cover the rib cage and pants or shorts long enough to cover the groin and buttocks at all times.

REFUNDS POLICY

A full refund will be given if a program is cancelled by the Recreation Department or changed after registration in such a manner that is no longer acceptable to the registrant.

Prior to Program Starting

Full fees, less an administration fee of ten dollars (\$10.00), will be refunded provided a written request along with copies of the receipts are submitted not less than two (2) working days prior to the start of the program.

After Program Started

Refunds will be pro-rated based on the number of classes already held, less an administration fee of ten dollars (\$10.00), for participants who are unable to continue the program due to medical reasons. The same procedure will apply for non-medical reasons, providing that the Recreation Supervisor is notified prior to the third class with copy of receipts. After the third class, no refunds will be issued.

The participant must make his/her request in writing and include program receipts. All refund requests must be authorized by the Recreation Supervisor.

MEMBERSHIPS

Refunds will be pro-rated, less an administration fee of ten dollars (\$ 10.00) for those participants unable to continue using the facility due to medical reasons.

Memberships may be placed on hold if leaving town for extended periods of time. All cases will be viewed on an individual basis. See Supervisor

A membership can be transferred to someone else once:

- (a) The transfer has been approved by the Recreation Supervisor.
- (b) The member wishing to transfer membership brings in his / her membership receipts.
- (c) The person accepting the transfer fills out a membership application.

Above items are subject to change.

There may be changes, without notice to this policy due to COVID-19. The Municipality will work with users to ensure as much notice as possible is given in regard to these changes.

POLICIES AND PROCEDURES

GENERAL

1. All facility users are required to sign-in at the front desk.
2. All facility users are required to remove their outdoor shoes at the entrance. Indoor shoes are required to utilize the weight room equipment, cardio room equipment and to play squash courts. Please note that non-marking soled shoes are permitted within the squash court.
3. Be respectful to other facility users and equipment.
4. Only personal music devices are permitted. i.e. MP3 players, iPods, etc. Headphones must be worn. No radios or stereo systems permitted.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
RED LAKE COMMUNITY CENTRE
POLICIES AND PROCEDURES CON'T

5. Consumption of alcohol is not permitted on the premises, unless the town has granted approval and a special occasion permit has been posted on the site.

WEIGHT ROOM

1. All weights must be returned the racks when not in use. Do not leave weights on floor or leaning against equipment. Strip all bars immediately after use.
2. Please keep weights and bars off vinyl to avoid tearing.
3. Please do not spit on mirror, place feet on mirrors, deface equipment, horseplay or bounce with loaded bars.

CARDIO ROOM

1. Facility Users may book cardio equipment for two – 30 minute pre-determined slots
2. Membership holders can book equipment one day in advance. If you are unable to make your booking, please call the facility to cancel. Facility Users have a 5 minute grace period at the start of each booking, after that time you are considered a no show and you lose your time slot.
3. TV must be maintained at a moderate noise level.

SQUASH COURT

1. Squash Participant Liability Agreement must be completed prior to use of the squash courts.
2. CSA approved goggles are mandatory for juniors (18 years and under) at all times and highly recommended for all other players.
3. Facility Users can book the courts in advance for 1 hour time slots.

PROGRAMS

1. A Par-Q for each program must be completed prior to attending the program.
2. To register for a program and be guaranteed a spot, your membership must cover the duration of the program. Program registration is available at the front desk.
3. Age requirement for each program is determined by the instructor.

LOCKER RENTALS

1. Locker rentals are available to Facility Members ONLY and must coincide with the length of membership.
2. Locks will be removed from locker after two weeks of expired membership.

Failure to comply with any of the policies and procedures, will result in immediate loss of privileges. Return to the facility must be approved by the Recreation Supervisor.

The Municipality of Red Lake and its employees are not responsible for lost/stolen items.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
CUSTOM WORKS - RENTAL RATES

Equipment	Name	Make	Model	Rate (\$)
2	Grader	2008 Volvo	G720B	135.00
86	Loader	2022 Cat	930	125.00
6	Skid-Steer	1984 Bobcat	730	84.00
8	Backhoe	2005 Caterpillar	M316C	140.00
9	Loader	2011 Volvo	L90F	125.00
53	Dump Truck	2020 Western Star	4700	125.00
12	Skid-Steer	2013 Volvo	MCT85C	105.00
16	Vacu-Trailer*	2015 Ringo-Matic		375.00
30	Dump Trailer			100.00
45	1 ton with plow	2019 Ford	F-550	100.00
35	Compressor	Rand	R28461	45.00
40	Car Hauler			100.00
43	Chipper	Vermeer	BC1000	84.00
44	Steamer*	Mi-I-M Corp	3505	234.00
50/51	Tractor/End Dump	2012 Kenworth	T800	145.00
56	Dump Truck/Sander	2016 Western Star		115.00
56S	Sander with Sand	2016 Western Star		170.00
49	Generator			61.00
83	Sweeper	1994 Elgin	Pelican	135.00
Airport	Skid-steer	Case	TR 320	110.00
	Concrete Saw			56.00
	Electro Fusing Machine			112.00
	Sewer Camera			117.00
	Water Pump/electric	Any		45.00 per day
	Water Pump/gas	Any		63.00 per day
\$25.00 per hour for half ton truck required at worksite				

Rates include one operator and are quoted per hour, unless otherwise specified.

*Includes two operators.

CUSTOM WORKS - LABOUR RATES

- 1. Custom Work, for other than Municipal purposes, will only be performed after municipal requirements have been met. Scheduling will be at the convenience of the Municipality.
- 2. Custom Work will require prior approval of the Public Works Supervisor or their designate.
- 3. All mobile equipment shall be rented with operator. Equipment operators shall be municipal employees.
- 4. Current hourly labour rates are listed below. Special circumstances for labour charges will apply where necessary (i.e. minimum callout time, overtime meals,
- 5. Custom work should only be undertaken if local contractors cannot perform the work or the service or special equipment is not available locally. Proof indicating local contractor is unavailable must be submitted to Municipality.

6.	Position	Regular Rate	Overtime Rate
	Equipment Operator	70.00	105.00
	Labourer	50.00	75.00
	Lead Hand	90.00	135.00

- 7. All rates are subject to HST and a 15% administration fee



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

FERRY RATES

Category of Service Provided			
Category	Annual *	Monthly *	Per Trip
Family	379.00	76.00	Not Applicable
Single (Adult)	275.00	55.00	\$4.00
Student	104.00	21.00	\$2.00
Senior	93.00	19.00	\$1.50
Child	93.00	19.00	\$1.50
Toddler/Infant	Not Applicable	Not Applicable	No Charge
** Annual Rates are based on Ferry operating for six (6) months (mid-May to mid-November) each year. Full year fees are discounted.			
<u>Penalty</u>			
Should anyone choose to not pay their ferry pass fees as noted above, will be subject to receive a penalty at the sole discretion of the Municipality.			
<u>Definitions</u>			
Family	Mother/Father/Child or other Immediate Family Member 17 years and younger residing at same residence.		
Single (Adult)	Person 18 years and older.		
Student	Person aged 18 and older attending a University, College, Community College, Trade School or other Educational Institution. Must have a student identification (ID) card.		
Senior	Person 65 years and older.		
Child	Person between the age of 3 and 17 years.		
Toddler/Infant	Person under the age of 3 years.		
<u>Conditions</u>			
In the event the Ferry is removed from service for a mechanical or other circumstance, as these situations are beyond the immediate control of the Municipality, there shall be no pro-rating or reimbursement of either the monthly or annual fees paid			
Municipal Staff reserve the right to request proof of age and/or residency.			
All Ferry Fares are HST Exempt			
(GST/HST Memorandum 28.1 – June 2009)			



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
CIVIL MARRIAGE SERVICE FEES

The following fees for Civil Marriage Services will apply, with a percentage of the fees paid to the Marriage Commissioner:

CIVIL CEREMONIES

Within municipal boundaries - Monday to Friday - during regular business hours (8:30 AM - 4:30 PM)	312.00 plus HST
Within municipal boundaries - Monday to Friday - outside of regular business hours, Saturday or Sunday	364.00 plus HST
Outside municipal boundaries or on a boat - Monday - Sunday	465.75 plus HST

RENEWAL OF VOWS

Within municipal boundaries - Monday to Friday - during regular business hours (8:30 AM - 4:30 PM)	250.00 plus HST
Within municipal boundaries - Monday to Friday - outside of regular business hours, Saturday or Sunday	300.00 plus HST
Outside municipal boundaries or on a boat - Monday - Sunday	350.00 plus HST

OTHER FEES

Council Chambers rental and ceremony set-up	75.00 plus HST
Marriage License Fee	130.00 no tax
Cancellation Fee - applied should the ceremony be cancelled prior to the originally scheduled date	50.00 plus HST



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

PLANNING

Search and provide planning information including property description, surveys, aerial sketches, zoning regulations	0.25	per page
Zoning and Building Compliance or Status Letters	50.00	
Administration Fee	25.00	per hour
Pre-Consultation/Inquiry (The fee is deducted from the related planning application fee if the related application is submitted within one year of the pre-consultation/inquiry)	100.00	
Official Plan Amendment	700.00	
Zoning By-Law Amendment	600.00	
Temporary Use By-Law	600.00	
Application for Draft Plan of Subdivision	2,000.00	
Major Modifications to Draft Plan Approval	500.00	
Subdivision Agreement	Upto 20 lots	2,000.00
	21 - 50 lots	4,000.00
	51 lots and over	6,000.00
Consent	600.00	
Parkland Conveyance Per New Lot Created by Consent	200.00	
Where more than one Planning Application is proposed, the required fee for the second application may be reduced if there is an opportunity to coordinate the processing of the applications.	(200.00)	
Validation of Title	300.00	
Garden Suite Agreements, Development Agreements	500.00	
Minor Variance/Permission to Enlarge Non-Conforming Use	300.00	
Amendment to Application for OPA, ZBL, Consent or Minor Variance which requires recirculation	200.00	
Additional Public Meetings/Special PAC Meetings	100.00	
Minor Site Plan Approval	25.00	
Amendment to Site Plan Agreement	100.00	
Major Site Plan Approval Including Site Plan Agreement	550.00	
Legal Fees (If Municipal Solicitor is representing)		
For fees incurred by the Municipality for Local Planning Appeal Tribunal deposit of \$2,500 will be required after submission of appeal to the Local Planning Appeal Tribunal. Any additional fees incurred will be the responsibility of the applicant.	2,500.00	deposit
Application for Purchase or Lease of Municipal Road Allowance.	500.00	plus FMV and all costs



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
FIRE AND RECUE SERVICES

BURN PERMITS

Annual Permit	40.00	per season
4 Day Permit	10.00	per permit
Incinerator Permit (includes site inspection)	50.00	per season
Level 3 Permit (includes site inspection)	400.00	per season

TRAINING & EDUCATION

Fire Safety Training	75.00	per hour
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INSPECTION, REPORTS & PLANS

Inspection on Request	75.00	per hour
Letters of Compliance / File Search	75.00	per report
Incident Report	75.00	per report
Propane Facility - Risk and Safety Management Plan (RSMP)		
- Level I RSMP (initial)	600.00	per report
- Level I RSMP (renewal or revision)	300.00	per report
- Level II and III RSMP (initial)	2,400.00	per report
- Level II and III RSMP (renewal or revision)	1,200.00	per report

OTHER

Air Cylinder Refill	15.00	per cylinder
Individual Smoke Alarm	40.00	per alarm
Individual Carbon Monoxide Alarm	60.00	per alarm
Combination Smoke and Carbon Monoxide Alarm	75.00	per alarm
Emergency Key Box	275.00	per box + shipping & hst

RESPONSE

Out of Town Emergency Calls under Highway Act - Charge to MTO	MTO Rate
Standby Charges	MTO Rate
Response to Natural Gas Emergencies	MTO Rate
Hazardous Materials Spills	MTO rate plus cost recovery for consumables
Illicit Drug Labs and/or Marijuana Grow Operations	MTO rate plus cost recovery for consumables
Response to Open Air Fires	MTO Rate
Preventiable False Alarm	MTO Rate
Other Fire Department Cost Recoveries	MTO rate plus cost recovery for consumables

ADDITIONAL INFORMAITON

MTO Rate: Fees are based on rates set by the Ministry of Transportation

Hazardous Materials Spills: to recover actual costs for consumable materials, in addition to the hourly cost of the fire department's response for any response involving the containment or clean-up of a hazardous materials spill. The cost will be billed to the person having control of the pollutant.

Illicit Drug Labs and/or Marijuana Grow Operations: to recover actual costs for consumable materials, in addition to the hourly cost of the fire dept response for any response involving an illicit drug lab and/or marijuana grow operation

Inspections on Request: this fee applies to all fire prevention inspections that are initiated at the request of the property owner or agent. These inspection requests may be for the purpose of a property sale, accreditation, licensing, at the request of an insurance company, to obtain compliance with other regulations (long term care, day care etc.) or for any other purpose where the inspection is requested and not initiated by the fire department.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

FIRE AND RECUE SERVICES

ADDITIONAL INFORMATION CONTINUED

Other Fire Department Cost Recoveries: a *property owner may be responsible for the costs required to retain a private contractor or rental of specialized equipment in order to protect persons and property and/or in order to preserve property and/or evidence and/or eliminate an emergency or risk; further a *property owner may be responsible for the costs incurred associated with an insured peril, fire and or other property related incidents, these costs may also be recovered as part of this by-law such as the current MTO rate per vehicle per hour, plus personnel costs, the use of firefighting foam, dry chemical extinguishing devices plus any additional costs for each and every incident.

*Property Owner means the registered owner of property or any person, firm, corporation, partnership or society and their heirs, executors, administrators or other legal representatives, including a property manager, tenant, occupant, mortgagee in possession, receiver, manager, trustee or trustee in bankruptcy or any other person having use, occupation, charge or control over the property or any portion thereof.

Preventable False Alarm Response: this fee is chargeable to the owner of the property at which the fire alarm was activated, as defined in Section 1 of the Ontario Fire Code, O. Reg. 213/07 as amended, for every third and subsequent occurrence in a 12 month period, where fire department vehicles are dispatched, and it's determined by the fire department that the response was due to a Preventable Fire Alarm or the failure to notify the department that the system was being tested or worked on.

Response to Natural Gas Emergencies: for Fire Dept response to a natural gas incident and determines that the incident was caused directly by a person or company who has failed to take reasonable precautions including getting a utility locate and/or following proper guidelines regarding digging around utility services

Response to Open Air Fires: for Fire Dept response to any unauthorized open-air fire or an open-fire that is being conducted in contravention of the guidelines for conducting a controlled open-air burn

Smoke, Carbon Monoxide, and Combination Alarms: Not for retail sale. Alarms can be installed at the discretion of the Fire Chief or Incident Commander to ensure the occupancy is compliant with Sections 2.13 and 2.16 of the Ontario Fire Code.

Standby Charges: requests may include, but not limited to, providing coverage at special events, providing standby services to a business or providing coverage where fire suppression and/or rescue services is mandated to be present

All cost recovery fees are subject to a 15% administration fee



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

WATER SERVICE RATES

PART I - FIXED FEES AND CHARGES

In this Part, the owner of each separately assessed parcel of land that is on a municipal water supply line shall pay the distribution and infrastructure renewal fees set out in the table below that are applicable to such parcel of land, regardless of the amount of water services used, if any, by the owner and/or other occupiers of such lands.

DISTRIBUTION FEES

As calculated on an Annual Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Distribution Fee--5/8" Line	173.14	346.24	519.38	1,038.75
Distribution Fee--3/4" Line	173.14	346.24	519.38	1,038.75
Distribution Fee--1" Line	173.14	346.24	831.00	1,661.96
Distribution Fee--1 1/2" Line	173.14	346.24	1,205.42	2,492.96
Distribution Fee--2" Line	173.14	346.24	1,661.96	3,323.96
Distribution Fee--3" Line	173.14	346.24	2,492.96	4,985.93
Distribution Fee--4" Line	173.14	346.24	3,323.96	6,615.44
Distribution Fee--6" Line	173.14	346.24	4,985.93	9,971.85
Distribution Fee--8" Line	173.14	346.24	6,647.89	13,295.82

As calculated on a Quarterly Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Distribution Fee--5/8" Line	43.28	86.56	129.84	259.69
Distribution Fee--3/4" Line	43.28	86.56	129.84	259.69
Distribution Fee--1" Line	43.28	86.56	207.75	415.49
Distribution Fee--1 1/2" Line	43.28	86.56	311.35	623.24
Distribution Fee--2" Line	43.28	86.56	415.49	830.99
Distribution Fee--3" Line	43.28	86.56	623.24	1,246.48
Distribution Fee--4" Line	43.28	86.56	830.99	1,653.86
Distribution Fee--6" Line	43.28	86.56	1,246.48	2,492.96
Distribution Fee--8" Line	43.28	86.56	1,661.97	3,323.95

INFRASTRUCTURE RENEWAL FEES

As calculated on an Annual Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Infrastructure Renewal	372.82	372.82	372.82	372.82

As calculated on a Quarterly Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Infrastructure Renewal	93.20	93.20	93.20	93.20



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

WATER SERVICE RATES

PART II - CONSUMPTION FEES AND CHARGES

In addition to the fees and charges set out under Parts I and III to this Schedule, the following consumption fees and charges shall apply to all municipal water customers.

CUSTOMERS WITH METERED SERVICES

Customers with metered services shall pay a meter rate as set forth in the table below.

As calculated on an Annual Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Cubic Meter Rate (m³)	\$2.40	\$2.40	\$3.60	\$4.79

As calculated on a Quarterly Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Cubic Meter Rate (m³)	\$2.40	\$2.40	\$3.60	\$4.79

CUSTOMERS WITH NON-METERED SERVICES

Customers with non-metered services shall pay a flat fee of \$550 per quarter (\$2,200 per annum) plus the Distribution and Infrastructure Renewal fees.

PART III - OTHER FEES AND CHARGES

CONNECTIONS AND INPECTIONS

The fees listed below must be paid prior to the completion of any inspection, connection or disconnection.

	Normal Business Hours	After Hours Call Out
Turn On Water (Curb Stop) and/or Sewer	64.90	194.79
Shut Off Water (Curb Stop) and/or Sewer	64.90	194.79
Meter Reading/Meter Testing	64.90	194.79
Initial Connection—Water or Sewer	432.64	865.28
Reinstatement of Services Disconnected for Non Payment of Account Fee—Residential	135.20	Not Available
Reinstatement of Services Disconnected for Non Payment of Account Fee—Commercial/Industrial	324.48	Not Available
Reinstatement of Services Disconnected for Disregarding Contact Request Notifications	216.32	Not Available

Note - After Hours Call Out charges apply to services rendered outside of regular business hours. Regular business hours are 7:30 AM to 4:00 PM excluding statutory holidays (subject to change). All other times are deemed after hours.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
WATER SERVICE RATES

PART IV - WATER METER AND RELATED CHARGES

CHARGES FOR WATER METERS AND RELATED APPURTENANCE

16 mm X 19 mm (5/8" X 3/4") Meter	Actual Cost Plus 15% Administration Fee
25 mm (1") Meter	Actual Cost Plus 15% Administration Fee
38 mm (1.5") Meter	Actual Cost Plus 15% Administration Fee
50 mm (2.0") Meter	Actual Cost Plus 15% Administration Fee
All Other Size Meter	Actual Cost Plus 15% Administration Fee
Meter Pit (Excluding Meter)	Actual Cost Plus 15% Administration Fee
Relocation of Water Meter	Actual Cost Plus 15% Administration Fee

TEMPORARY SUPPLY OF WATER PROVIDED TO CONTRACTORS

	Normal Business Hours	After Hours Call Out	Frequency
Cubic Meter Rate (m³)	Greater of \$100 or \$7.65/m³	Greater of \$100 or \$7.65/m³	
Connect or Disconnect	162.24	486.72	per service
Distribution Fee	415.49	415.49	quarterly (pro-rated)
Infrastructure Renewal Fee	93.20	93.20	quarterly (pro-rated)
Administration Fee	15%	15%	

PART V - GENERAL

1. Water Services Rates will be billed quarterly and shall be paid by the due date stated in such bill, failing which the interest and other charges set out in this by-law shall be applied.
2. Where for any reason the consumption of water on premises has not been recorded, the meter fails to register or where in the opinion of the Treasurer the consumption of water has been wrongly recorded, the Municipality shall apply the “Customers with Non-metered Services” fees in Part II and the owner shall be liable to pay the amount applied.
3. Water and/or Waste Water (Sewage) Accounts in arrears over 90 days may be subject to termination of water and waste water (sewage) services. Municipality personnel shall terminate such services by turning the curb stops off. Services terminated for non-payment of accounts shall be subject to the applicable reinstatement fee, plus a security deposit in the amount of the customer’s charges for the two billing periods immediately prior to the termination of such services for both water and waste water (sewage) services.
4. In the event that the water and/or waste water (sewage) services have been terminated by request of the customer or by the Municipality, the customer shall continue to be subject to the distribution and infrastructure renewal fees referred to in Part I above, billed quarterly.
5. Customers disregarding two (2) requests to contact Public Works Department shall have services terminated by turning the curb stops off and shall be subject to reinstatement fees
6. The Water/Sewage Service Form attached as Schedule “K-3” shall form part of this Schedule.
7. The Hydrant Use Form attached as Schedule “K-4” shall form part of this Schedule.
8. The Contact Request Forms attached as Schedule “K-5” shall form part of this Schedule.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

WASTE WATER (SEWAGE) SERVICE RATES

PART I - FIXED FEES AND CHARGES

(Regardless of amount of waste water (sewage) service used, if any)

In this Part, the owner of each separately assessed parcel of land that is on a municipal water supply line shall pay the distribution and infrastructure renewal fees set out in the table below that are applicable to such parcel of land, regardless of the amount of waste water (sewage) services used, if any, by the owner and/or other occupiers of such lands.

DISTRIBUTION FEES

As calculated on an Annual Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Distribution Fee--5/8" Line	86.57	173.14	259.67	519.38
Distribution Fee--3/4" Line	86.57	173.14	259.67	519.38
Distribution Fee--1" Line	86.57	173.14	415.50	831.00
Distribution Fee--1 1/2" Line	86.57	173.14	623.25	1,245.42
Distribution Fee--2" Line	86.57	173.14	831.00	1,661.96
Distribution Fee--3" Line	86.57	173.14	1,246.50	2,492.96
Distribution Fee--4" Line	86.57	173.14	1,661.96	3,323.96
Distribution Fee--6" Line	86.57	173.14	2,492.96	4,985.93
Distribution Fee--8" Line	86.57	173.14	3,323.96	6,647.89

As calculated on a Quarterly Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Distribution Fee--5/8" Line	21.64	43.28	64.92	129.84
Distribution Fee--3/4" Line	21.64	43.28	64.92	129.84
Distribution Fee--1" Line	21.64	43.28	103.88	207.75
Distribution Fee--1 1/2" Line	21.64	43.28	155.81	311.36
Distribution Fee--2" Line	21.64	43.28	207.75	415.49
Distribution Fee--3" Line	21.64	43.28	311.63	623.24
Distribution Fee--4" Line	21.64	43.28	415.49	830.99
Distribution Fee--6" Line	21.64	43.28	623.24	1,246.48
Distribution Fee--8" Line	21.64	43.28	830.99	1,661.97

INFRASTRUCTURE RENEWAL FEES

As calculated on an Annual Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Infrastructure Renewal	111.61	111.61	111.61	111.61

As calculated on a Quarterly Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Infrastructure Renewal	27.90	27.90	27.90	27.90



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

WASTE WATER (SEWAGE) SERVICE RATES

PART II - CONSUMPTION FEES AND CHARGES

In addition to the fees and charges set out under Parts I and III to this Schedule, the following consumption fees and charges shall apply to all municipal wastewater (sewage) customers.

CUSTOMERS WITH METERED SERVICES

Customers with metered services shall pay a meter rate as set forth in the table below.

As calculated on an Annual Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Cubic Meter Rate (m³)	1.97	1.97	2.95	3.92

As calculated on a Quarterly Basis				
Service Category	Residential	Commercial and Multi-Residential	Government, Institutional and Industrial	Large Industrial
Cubic Meter Rate (m³)	1.97	1.97	2.95	3.92

CUSTOMERS WITH NON-METERED SERVICES

Customers with non-metered services shall pay a flat fee of \$550 per quarter (\$2,200 per annum) plus the Distribution and Infrastructure Renewal fees.

PART III - OTHER FEES AND CHARGES

CONNECTIONS AND INPECTIONS

The fees listed below must be paid prior to the completion of any inspection, connection or disconnection.

	Normal Business Hours	After Hours Call Out
Turn On Water (Curb Stop) and/or Sewer	64.90	194.79
Shut Off Water (Curb Stop) and/or Sewer	64.90	194.79
Meter Reading/Meter Testing	64.90	194.79
Initial Connection—Water or Sewer	432.64	865.28
Reinstatement of Services Disconnected for Non Payment of Account Fee—Residential	135.20	Not Available
Reinstatement of Services Disconnected for Non Payment of Account Fee—Commercial/Industrial	324.48	Not Available
Reinstatement of Services Disconnected for Disregarding Contact Request Notifications	216.32	Not Available

Note - After Hours Call Out charges apply to services rendered outside of regular business hours. Regular business hours are 7:30 AM to 4:00 PM excluding statutory holidays (subject to change). All other times are deemed after hours.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
WATER/SEWAGE SERVICE FORM

Municipal Office
PO Box 1000, 2 Fifth St
Balmertown, ON P0V 1C0

Phone: (807) 735-2096 (Accounts Receivable ext 230)

Fax (866) 681-2954

Owner _____

Phone No: _____

Account No: _____ Meter No: _____

I, _____, the owner/agent of _____,
Print Full Name Street Address Town

request the following work to be completed:

Service

- ☐ Water/Sewage Turned On (Curb Stop Turned On)
- ☐ Water/Sewage Turned Off (Curb Stop Turned Off)
- ☐ Special Meter Reading (Property Sale/Other - Please Note Below)
- ☐ Property Sale: Closing Date _____, 20____
- ☐ Requested Reading Date _____, 20____
- ☐ Meter Reading _____

Inspections

- ☐ Water Connection
- ☐ Sewage Connection
- ☐ Water Disconnection
- ☐ Sewage Disconnection
- ☐ Requested Reading Date _____, 20____

Present state of construction (if a new building) _____

Contractor completing work _____

Other _____

The owner acknowledges and agrees that the owner is responsible for the Distribution and Infrastructure Renewal Fees set out in Schedules K-1 and K-2 to By-law No. 75-2017 regardless of the amount of water and/or waste water (sewage) services used, if any, and that the owner will continue to be billed quarterly for these fees after the termination of the owner's water and/or waste water (sewage) services.

Signature of Requestor Municipal Employee

MUNICIPAL USE ONLY

Fee Rec'd _____ Date to Operations _____

A/R Entry _____ Time and Date Completed _____

For meter readings for property closing, readings must be returned to the Municipal Office in time to process invoices for Law Offices prior to property closing.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

HYDRANT USE FORM

(Temporary Supply of Water Provided to Contractors)

Municipal Office
PO Box 1000, 2 Fifth St
Balmertown, ON P0V 1C0

Phone: (807) 735-2096 (Accounts Receivable ext 230) Fax (866) 681-2954

Contact Name and Title _____

Company Name _____

Address _____ Phone No _____

Meter Size _____ Meter No _____ Receiver No _____

I, _____, the owner/agent of _____
Print Full Name Company Name

request use of water from municipal hydrant number _____

located at _____
Street Address & Townsite

or the following purpose _____

Conditions:

- 1. The Municipality shall supply a back flow preventer and appropriate flow meter to monitor consumption.
 - 2. The Municipality shall install and operate the hydrant. Contact Public Works at 807-727-2597.
 - 3. During the winter months, a working plan shall be submitted to Public Works.
 - 4. The Contractor and/or Company shall be responsible for all costs involved in the installation and maintenance of all equipment.
 - 5. Current water rates for the Municipality of Red Lake shall be charged as set out in Schedule K-1 of **By-Law No. 77-2021**
- Current Meter Rate (m3): _____ Connect or Disconnect Rate: _____

I have read and agree to the conditions listed above.

Signature of Requestor Municipal Employee

MUNICIPAL USE ONLY

Date Meter Installed _____ Completed By _____

Starting Meter Read _____

Month	Time	Meter Read	Amount Used	Total Consumption
January				
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				

To AR _____ AR Entry _____
Date Date



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
CUSTOMER CONTACT REQUEST FORM

Date _____ Address _____

ATTENTION HOME OWNER/TENANT

THE MUNICIPALITY REQUIRES ACCESS TO YOUR HOME FOR A WATER
METER INSPECTION/REPAIR AS YOUR WATER METER IS NOT CURRENTLY
METERING WATER.

PLEASE CALL PUBLIC WORKS AT (807) 727-2597 TO BOOK AN APPOINTMENT
HOURS OF OPERATION - 7:30 AM TO 4:00 PM

BY-LAW 75-2017, SCHEDULE K-1 AND SCHEDULE K-2 STATE:

Where for any reason the consumption of water on premises has not been recorded, the meter fails to register or where in the opinion of the Treasurer the consumption of water has been wrongly recorded, the Municipality shall apply the “Customers with Non-metered Services” Fees in Part 11 and the Owner shall be liable to pay the amount applied

Customers with non-metered services shall pay a flat fee of \$535.00 per quarter for water services (Schedule K-1) and \$535.00 per quarter for sewage services (Schedule K-2) plus the Distribution and Infrastructure Renewal fees.

Thank you in advance for your co-operation,
Todd Olson, Infrastructure Development Coordinator



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
CEMETERY RATE SCHEDULE

Burial Sites	Total Price	Care and Maintenance	Interment Rights
Single Grave	547.89	255.00	292.89
Cremation Grave	309.06	152.00	157.06
Columbarium Woodland Cemetery			
- Top 3 Rows	1,176.47	176.47	1,000.00
- Bottom 2 Rows	973.50	148.50	825.00
All Sizes 12" x 12" x 12"			
Columbarium Red Lake District Cemetery			
- Top 3 Rows (A, F, K)	1,382.35	207.35	1,175.00
- Bottom 3 Rows (A, F, K)	1,176.47	176.47	1,000.00
- All Other Top 3 Rows	1,176.47	176.47	1,000.00
- All Other Bottom 3 Rows	970.59	145.59	825.00
A, F, K Sizes 12" x 12" x 18"			
All Other Sizes 12" x 12" x 12"			

Opening and Closing Costs	Weekdays	Saturdays	Statutory Holidays and Sundays
Full Burial	573.05	827.74	1,237.50
- Rough Box Handling Charge	add 125.00	add 125.00	add 150.00
- Vault Handling Charge	add 200.00	add 200.00	add 200.00
Cremated Remains	260.00	413.88	591.60
Columbarium - if done by a Municipal employee			
- 1st Opening	84.89	191.02	210.00
- Additional Openings	84.89	191.02	210.00
Disinterment Fee			
- Full	1,420.00	Not Available	Not Available
- Cremated Remains	480.00	Not Available	Not Available
- Columbarium	79.59	Not Available	Not Available

Memorial Markers Fee	Total Price	Care and Maintenance	Preparation
- Flat Marker	175.00	50.00	125.00
- Upright Marker (up to 4 ft)	100.00	100.00	200.00
- Upright Marker (more than 4 ft)	600.00	200.00	400.00
- Columbarium	100.00	50.00	50.00

Note - HST is applicable on all fees listed above



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
TRANSFER STATION FEES

Transfer station Tickets and Bag Tags can be purchased at the Red Lake Municipal Office, Municipal Transfer Station and at other locations as may be authorized, from time to time, by the Municipality of Red Lake.

WEIGH SCALES

Residential and Multi-Residential (Minimum 10kg - 2.50)	0.25 per kg
Commercial and Light Industrial	0.25 per kg
Government and Institutional	0.30 per kg
Large Industrial	0.30 per kg

BAG TAGS

Per Tag	2.50
Per Sheet	25.00

<u>ITEMS CONTAINING REFRIGERANT</u>	40.00
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CONTAMINATED MATERIAL

Types of material that are classified as contaminated include but not limited to Asbestos and contaminated soils. Contaminated material will only be accepted at the Transfer Station if it is from within the boundaries of the Municipality of Red Lake and a certificate of approval from a laboratory clearing the material for disposal has been produced. Asbestos shall not be loose.

0.75 per kg plus any costs associated with disposal

HOUSEHOLD HAZARDOUS WASTE

Oily Water	0.50 per litre
Used Fuel	1.00 per litre
Aerosol Cans	1.00 each
Fluorescent Lights	0.75 each
Propane Tanks	5.00 each
Motor Oil	0.50 per litre
Other Flammable Liquids	0.75 per litre
Paint Containers	1.00 each
Empty Plastic Oil Container	0.25 each
Oil Filters	1.00 each

<u>PROPANE FRIDGES AND FREEZERS</u>	40.00 each
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<u>VEHICLE WEIGHING ON SCALE</u>	10.00
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THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
TRANSFER STATION FEES CON'T

ITEMS FREE OF CHARGE

- Residential Tires
- Clean Wood (non-painted, stained or treated)
- Scrub Vegetation
- Household Hazardous Waste not listed above
- E-Waste
- Scrap Metal

IN THE EVENT THAT THE WEIGH SCALES ARE INOPERABLE, THE FOLLOWING FEES ARE TO BE CHARGED:

- 2.50 for each bag, bundle or carton of waste
- 5.00 for each piece of large individual items; (couch, chair, mattress etc.)
- 25.00 for each load of construction material
- 50.00 for each load of sorted material (3 ton vehicle or larger)
- 40.00 for equipment containing refrigerant

ACCOUNT SERVICE CHARGES

Except in the case of a written agreement which provides otherwise, interest charges shall be added to all or any portion of any fees and charges that are due and payable at the rate of 2.25 percent per month (30.61% per annum compounded monthly) on the first day of default, and every thirty days thereafter on all amounts owing during such time as the default continues and such interest charges shall form part of the fees or charges owing.



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

TAXI LICENCE FEES

Taxi Operator Licence	155.00
Taxicab Vehicle Licence	53.00
Taxicab Drivers Licence	27.00
Taxicab Drivers Licence Renewal	27.00
Transfer of Vehicle Licence	20.00
Replacement Plate	20.00
Replacement Taxicab Drivers Licence	10.00



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
APPLICATION FOR TAXICAB DRIVERS LICENCE

Municipal Office
PO Box 1000, 2 Fifth St
Balmertown, ON P0V 1C0

Phone: (807) 735-2096

Email: municipality@redlake.ca

Fax (866) 681-2954

Name: _____
(Print in Full)

Date: _____

Date of Birth: _____

Phone Number: _____

Drivers Licence No: _____

Expiry Date: _____

Mailing and Street Address: _____

Name and Address of Proposed Employer: _____

Present Employer: _____

Work Phone Number: _____

Previous Employer: _____

The above information may be verified by the Municipality
Please note - any incorrect or false information shall make this application invalid

Signature of Applicant

Municipal Use Only

- ☐ In compliance with By-Law
☐ Not in compliance with By-Law

Approved by: _____

Date approved: _____

Fee received: _____

Receipt no.: _____

Licence no.: _____

Municipal cashier: _____



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
APPLICATION FOR TAXICAB VEHICLE LICENCE

Municipal Office
PO Box 1000, 2 Fifth St
Balmertown, ON P0V 1C0

Phone: (807) 735-2096

Email: municipality@redlake.ca

Fax (866) 681-2954

Date: _____ 20____

Name of Applicant: _____

Name of Business: _____

Mailing and Street Address: _____

Make of Vehicle: _____ Year: _____

Model: _____ Serial No.: _____

Licence Plate No.: _____ Province: _____ Ontario

Insurance Policy No.: _____

Insurance Company: _____

Insurance Policy Term Start: _____ End: _____

Public Liability: \$ _____ Property Damages: \$ _____

Public Vehicles Act Registration No: _____

Signature of Applicant

Municipal Use Only

Approved by: _____

Date approved: _____

Fee received: _____

Receipt no.: _____

Licence no.: _____

Municipal cashier: _____



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
APPLICATION FOR TAXICAB OPERATORS LICENCE

Municipal Office
PO Box 1000, 2 Fifth St
Balmertown, ON P0V 1C0

Phone: (807) 735-2096

Email: municipality@redlake.ca

Fax (866) 681-2954

Name: _____
(Print in Full)

Date: _____

Date of Birth: _____

Phone Number: _____

Drivers Licence No: _____

Expiry Date: _____

Mailing and Street Address: _____

Name of Business: _____

Address of Business: _____

Description of Business Activities: _____

Name, Address of Principals (President, Managers, etc): _____

Name, Address and Phone Numbers of three references:

Municipal Use Only

Approved by: _____

Date approved: _____

Fee received: _____

Receipt no.: _____

Licence no.: _____

Municipal cashier: _____



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
TRANSFER TAXICAB VEHICLE LICENCE

Municipal Office
PO Box 1000, 2 Fifth St
Balmertown, ON P0V 1C0

Phone: (807) 735-2096

Email: municipality@redlake.ca

Fax (866) 681-2954

Date: _____ 20____

Owner: _____ Business: _____

Address: _____

Vehicle Originally Licenced

Make of Vehicle: _____ Year: _____

Model: _____ Serial No.: _____

Licence Plate No.: _____ Province: _____ Ontario

Insurance Policy No.: _____

Insurance Company: _____

Insurance Policy Term Start: _____ End: _____

Public Liability: \$ _____ Property Damages: \$ _____

Vehicle to be Licenced

Make of Vehicle: _____ Year: _____

Model: _____ Serial No.: _____

Licence Plate No.: _____ Province: _____ Ontario

Insurance Policy No.: _____

Insurance Company: _____

Insurance Policy Term Start: _____ End: _____

Public Liability: \$ _____ Property Damages: \$ _____

Signature of Applicant

Municipal Use Only

Approved by: _____

Date approved: _____

Fee received: _____

Receipt no.: _____

Licence no.: _____

Municipal cashier: _____



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
RENEWAL APPLICATION FOR TAXICAB OPERATORS LICENCE

Municipal Office
PO Box 1000, 2 Fifth St
Balmertown, ON P0V 1C0

Phone: (807) 735-2096

Email: municipality@redlake.ca

Fax (866) 681-2954

Date: _____ 20____

I, _____ of _____
Print Name Print Company Name
at _____

certify that I am applying for a renewal of a Taxi Operators Licence issued by the Corporation of the Municipality of Red Lake, and that no information has changed since the initial application.

Signature of Applicant

Phone Number

Municipal Use Only

Approved by: _____

Date approved: _____

Fee received: _____

Receipt no.: _____

Licence no.: _____

Municipal cashier: _____

Municipal Office
PO Box 1000, 2 Fifth St
Balmertown, ON P0V 1C0

Municipal cashier: _____



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
ENTRANCE PERMIT

Municipal Office
PO Box 1000, 2 Fifth St
Balmertown, ON P0V 1C0

Phone: (807) 735-2096

Email: municipality@redlake.ca

Fax (866) 681-2954

OWNER/APPLICANT	
Name (Please Print) _____	
Mailing Address _____	
Street Number/Civic Address _____ Town _____	
DRIVEWAY SURFACE	
<input type="checkbox"/>	Granular "A"
<input type="checkbox"/>	Paved
<input type="checkbox"/>	Other (specify) _____
ENTRANCE	
<input type="checkbox"/>	Primary Entrance
<input type="checkbox"/>	Second Entrance
Length of Existing Entrance _____	
Date Available for Site Inspection _____	

INSPECTION AND APPROVAL	
CULVERT REQUIRED	
<input type="checkbox"/>	Yes Diameter _____
<input type="checkbox"/>	No
<input type="checkbox"/>	Approved for Installation _____
Infrastructure Development Coordinator	
Special Conditions _____	
Final Inspection Date _____	
Infrastructure Development Coordinator	

MUNICIPAL USE ONLY	
Application	Completion
Date Fee Received _____	
Copy Provided:	Copy Provided:
<input type="checkbox"/> IDC	<input type="checkbox"/> IDC
<input type="checkbox"/> CBO	<input type="checkbox"/> CBO
<input type="checkbox"/> Applicant	<input type="checkbox"/> Applicant



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

BUSINESS LICENSE FEES

Home-Based Business License	155.00
Food Service Vehicle License	255.00
Itinerant Salesperson License	380.00
Special Event License	130.00
Replacement License - New License	25.00
Replacement License - Copy of Original	10.00
Late Renewal Fee - after January 31 following year (Home-Based Business)	15.00



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
DOG FEES

ANNUAL LICENSE FEES

Spayed/Neutered	17.00
Non Spayed/Neutered	32.00
Additional Dog in Excess of Two (2)	100.00 per dog
Replacement Tag	5.00
Transfer Owner Fee	5.00
Late Fee	10.00
Working Dog	-

POUND FEES

First Offense	80.00
Second Offense	155.00
Third and Subsequent Offense(s)	205.00
Maintenance Fee - per day - excluding day of pick-up	35.00
Destroy Dog	200.00
Surrender Fee	100.00
After Hours Release Fee	20.00



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

MEMORIAL TREE PROGRAM

A memorial tree program is a unique way to provide a living tribute in commemoration of a friend or loved one. It can provide a sense of comfort and a site of reflection for the community.

The program will take place at Phillip Thomas Vinet Centennial Park and Rahill Beach.

The social benefits include the harmonization of parks with the surrounding nature, as well as adding character and beauty to parks.

The cultural benefits include providing commemoration of the municipality's past community members, as well as showcasing Red Lake's natural environment in a protected setting.

There are many environmental benefits to this program. Trees filter and remove pollutants, carbon dioxide and sulphur dioxide. Trees use run-off water that would normally flow into our storm system and waterways. They provide homes, food and protection for birds and mammals. Trees also allow the elimination of monoculture that can devastate parks and forests.

The economic benefit of this program is subscription revenue would create a permanent reserve to ensure tree replacement, as required.

The subscriber will pay as per the tariff of fees. The Municipality creates a reserve with the revenue.

The subscriber receives:

- A vinyl plaque (5"x7") mounted on a 4"x4" PWT post elevated 12" above ground
- The plaque will be replaced if damaged or destroyed as long as subscriber is active in the program
- Each plaque will be inscribed with three (3) lines of note, which shall be approved by the Operations Superintendent
- A guarantee of ten (10) years of tree life. If a tree is not alive within ten (10) years, it will be replaced by the Municipality
- A right of tree replacement with a renewal subscription if the tree dies after ten (10) consecutive years of life

MEMORIAL TREE PROGRAM

Phillip Thomas Vinet Centennial Park Tree Planting Program	360.00 plus applicable taxes
Rahill Beach Tree Planting Program	360.00 plus applicable taxes



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
MEMORIAL TREE PROGRAM CONTRACT

Municipal Office
PO Box 1000, 2 Fifth St
Balmertown, ON P0V 1C0

Phone: (807) 735-2096

Email: municipality@redlake.ca

Fax (866) 681-2954

Name: _____

Address: _____

Phone Number: _____

Email: _____

Preferred Species: _____

Location: _____
(Municipal staff will contact the donor to confirm location and availability)

PLAQUE INFORMATION

Plaques will be black with white lettering and are 5"x7" in size. There is room for three (3) lines as shown below:

IN LOVING MEMORY
JOHN AND MARY
JOHNSON

I, the undersigned, agree to the fee as outlined and terms and conditions for a memorial tree as per the attached Tree Memorial Policy.

Signature of Applicant

Date



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

RAHILL BEACH TREE PLANTINGS: 2004 - 2012

(See attached map for tree locations)

<u>CODE</u>	<u>COMMON NAME</u>	<u>SCIENTIFIC NAME</u>
A1–A2	Green Ash	<i>Fraxinus pennsylvanica</i>
B1	Cutleaf Weeping Birch	<i>Betula pendula laciniata</i>
C1	Red Pine	<i>Pinus resinosa</i>
E1-E6	White Elm	<i>Ulmus americana</i> ‘Brandon’
F1-F7	‘Prairie Spire’ Green Ash	<i>Fraxinus pennsylvanica</i> ‘Rugby’
H1	Hackberry	<i>Celtis occidentalis</i> (adopted)
J1-J2	Butternut	<i>Juglans cinerea</i>
L1	American Basswood (Linden)	<i>Tilia americana</i>
M1, 2, 5, 8	Silver Maple	<i>Acer saccharinum</i> (adopted)
M3, 4, 6	Silver Maple	<i>Acer saccharinum</i>
M7	‘Freeman’ Maple	<i>Acer X freemani</i>
P1	Columnar Swedish Aspen	<i>Populus tremula</i> ‘Erecta’
S1	Silver Buffaloberry	<i>Shepherdia argentea</i> (male plant)
W1, 2, 3	‘Silky’ White Willow	<i>Salix alba sericea</i> (adopted)
W4-W8	‘Silky’ White Willow	<i>Salix alba sericea</i>
W9	Laurel Willow	<i>Salix pentandra</i>



Rahill Beach Tree Plantings: 2004-12

(See attached sheet for explanation of codes.)



LEGEND

- turf
- wooded
- garden
- building



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

PHILLIP THOMAS VINET CENTENNIAL PARK TREE PLANTINGS: 2011

(See attached map for tree locations)

<u>CODE</u>	<u>COMMON NAME</u>	<u>SCIENTIFIC NAME</u>
A1–A9	‘Prairie Spire’ Green Ash	<i>Fraxinus pennsylvanica</i> ‘Rugby’
B1-B3	Cutleaf Weeping Birch	<i>Betula pendula laciniata</i>
C1-C9	White Spruce	<i>Picea glauca</i> ‘Densata’
E1-E4	White Elm	<i>Ulmus americana</i> ‘Brandon’
F1-F7	‘Prairie Spire’ Green Ash	<i>Fraxinus pennsylvanica</i> ‘Rugby’
G1-G5	‘Gladiator’ Rosybloom Crabapple	<i>Malus x adstringens</i> ‘Durleo’
H1-H2	Black Walnut	<i>Juglans nigra</i>
J1-J2	Butternut	<i>Juglans cinerea</i>
K1-K2	Ohio Buckeye	<i>Aesculus glabra</i>
L1, L4	American Basswood (Linden)	<i>Tilia americana</i>
L2, L3, L5	‘Harvest Gold’ Linden	<i>Tilia mongolica</i> ‘Harvest Gold’
M1-M4	Silver Maple	<i>Acer saccharinum</i> ‘Silver Cloud’
P1-P6	Columnar Swedish Aspen	<i>Populus tremula</i> ‘Erecta’
Q1-Q3	Bur Oak	<i>Quercus macrocarpa</i>
R1-R2	Northern Pin Oak	<i>Quercus ellipsoidalis</i>
S1-S2	European Mountain-ash	<i>Sorbus aucuparia</i>
X1-X3	Cottonwood (hybrid)	<i>Populus x canadensis</i>



Centennial Park Tree Plantings: 2011
(See attached sheet for explanation of codes.)

