

THE CORPORATION OF THE TOWNSHIP OF WELLESLEY

BY-LAW NUMBER 33/2025

By-law to Amend By-law 31/2025 Being a By-law to establish the fees and charges for various services provided by the municipality

WHEREAS Section 391. (1) of The Municipal Act, 2001 S.O. Chapter 25 as amended (hereinafter called “the Act”) permits a municipality and a local board to pass by-laws imposing fees or charges on any class of persons; and

AND WHEREAS The Planning Act, R.S.O. 1990, c. P. 1 3 as amended, provides that a Council of a municipality may pass a by-law to prescribe a tariff of fees for the processing of applications made in respect of planning matters; and

AND WHEREAS the Council of the Corporation of the Township of Wellesley deems it necessary to periodically amend the fees and charges of the Township of Wellesley;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLESLEY ENACTS AS FOLLOWS:

1. That Schedule ‘C’ Planning and Development Department Fees and Charges of By-law 31/2025 is hereby amended by replacing the existing Schedule ‘C’ Planning and Development with the Schedule ‘C’ as attached to this By-law.
2. That Schedule ‘F’ Recreation Department Fees and Charges of By-law 31/2025 is hereby amended by replacing the existing Schedule “F” Recreation Department with the Schedule ‘F’ as attached to this By-law.
3. This By-law shall come into force on January 1, 2026.

Read a first and second time this 9th day of December, 2025.

Mayor, Joe Nowak

Municipal Clerk, Amy Harron

Read a third and final time and passed this 9th day of December, 2025.

Mayor, Joe Nowak

Municipal Clerk, Amy Harron

Schedule 'C' to By-law 33/2025 PLANNING & DEVELOPMENT

PRE-SUBMISSION CONSULTATION	min/flat	2026 Rate	HST Applicable
Mandatory Pre-Submission Inquiry (for all Planning Act applications)		\$170.00	N
Pre-Submission Application (if more detailed review of plans, reports or studies required)		\$655.00	N
MINOR VARIANCE		2026 Rate	HST Applicable
Fence Variance		\$690.00	N
Administration & Planning Fees		\$1,050.00	N
CONSENT		2026 Rate	HST Applicable
Administration & Planning Fees		\$2,270.00	N
Change of Conditions of Consent		\$500.00	N
DEVELOPMENT AGREEMENT FOR CONSENT		2026 Rate	HST Applicable
Deposit		\$2,930.00	N
Administration & Planning Fees		\$1,170.00	N
Certificate of Compliance		\$115.00	N
OFFICIAL PLAN AMENDMENT		2026 Rate	HST Applicable
Administration & Planning Fees		\$13,400.00	N
Recirculation Fee		\$2,060.00	N
ZONE CHANGE APPLICATION		2026 Rate	HST Applicable
Administration & Planning Fees		\$4,120.00	N
Amendment to Remove Holding Zone		\$1,165.00	N
Recirculation Fee		\$2,060.00	N
CONCURRENT OFFICIAL PLAN AMENDMENT & ZONE CHANGE APPLICATION		2026 Rate	HST Applicable
Administration & Planning Fees		\$15,450.00	N
Deposit (for 3rd party appeals only)		\$3,090.00	N
APPEAL to the ONTARIO LAND TRIBUNAL		2026 Rate	HST Applicable
OLT Appeal Package Fee		\$1,055.00	N
Deposit (for 3rd party appeals only)	per day	\$5,860.00	N
DRAFT PLAN OF SUBDIVISION or CONDOMINIUM		2026 Rate	HST Applicable
Deposit		\$10,930.00	N
Administration & Planning Fees		\$8,750.00 plus \$150 per lot to a max of \$40,000.00	N
Recirculation Fee		\$2,060.00	N
Revisions (Draft Plan Conditions or Subdivision Agreement)		\$2,060.00	N
Clearance of Draft Plan Approval Conditions		\$1,030.00	N
Registration (Single Stage)		\$3,090.00	N
Each additional stage		\$310.00	N
Certificate of Compliance		\$160.00	N
SITE PLAN CONTROL		2026 Rate	HST Applicable
Fee (major)		\$5,250.00	N
Recirculation Fee		\$515.00	N
Fee (minor)		\$2,650.00	N
Revisions (Site Plan Agreement)		\$1,030.00	N
Certificate of Compliance		\$160.00	N
TELECOMMUNICATIONS TOWERS		2026 Rate	HST Applicable
Review Fee	per request	\$2,110.00	N
CASH IN LIEU OF PARKLAND		2026 Rate	HST Applicable
Residential - 5 or less new lots/units	per lot/per unit	\$7,045.00	N
Residential - 6 or more new lots/units - 5% of appraised value - determined by developer and agreed to by Township		5% of appraised value	N
Commercial	Nil		
Industrial	Nil		
Institutional	Nil		
Agricultural	Nil		
Street Lighting Contributions (per consent to create a new lot)		\$2,325.00	N
PART LOT CONTROL		2026 Rate	HST Applicable
For first lot to be created		\$1,320.00	N
Each additional lot created	per unit	\$450.00	N
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PLANNING & ZONING DOCUMENT FEES		2026 Rate	HST Applicable
Zoning Compliance Certificate – 2 to 10 business days		\$110.00	N
Zoning Compliance Certificate – 48 hours		\$160.00	N
Survey Copy (if available)		\$30.00	Y
Consolidated Zoning By-law (hard copy)		\$55.00	Y
Township Official Plan (hard copy)			
Black & White		\$55.00	Y
Colour		\$80.00	Y
Requests from Planning Department - labour unrelated to a Planning Act Application (research, search, copy, consultation, etc.) telephone/counter requests for written materials including copies of sections of pertinent By-laws	per hour of staff labour (HST + Admin fee applicable)	\$57.00	
MINIMUM DISTANCE SEPARATION I		2026 Rate	HST Applicable
5-10 business days	per request	\$80.00	Y

Fees & Charges By-law - Schedule "C"
TABLE NOTES

Where a refundable deposit is due with the submission of any planning application: If at any time the Deposit held on account by the Township is reduced to a value of less than \$1,500 the Township will request the Applicant to top up the Refundable Deposit to a value necessary to complete work on the file(s). All work will cease on the planning application (s) until such time as the Refundable Deposit Account is restored to a value satisfactory to the Township. All professional fees and disbursements associated with peer review or technical services associated with Legal, Engineering, Transportation, Hydrogeology, Environmental Sciences, Geotechnical, Noise & Vibration or other similar service shall be re-billed to the applicant. The Township may use the deposited funds to pay for these third party review expenses. Once all payments have been completed and the file(s) closed out, the residual of the Deposit Account will be refunded to the Applicant.

End of Schedule

Schedule 'F' to By-law 33/2025 RECREATION

ICE RATES / 50 min		January 1 - April 30 Rate	May 1 - December 30 Rate	HST Applicable
Prime Time- 5:00pm - 11:00pm. Mon. to Fri. & all-day Saturday and Sunday	50 mins per hour	\$223.00	\$223.00	Y
Non-Prime Time- Between 6:00 am & 5:00pm Mon. to Fri	50 mins per hour	\$145.00	\$149.50	Y
Local Minor Sports	50 mins per hour	\$145.00	\$149.50	Y
School board Hourly Ice rate	50 mins per hour	\$92.00	\$94.75	Y
ARENAS			2026 Rate	HST Applicable
Arena Floor Rental- Hourly			\$56.50	Y
Arena Floor Rental- Full Day			\$700.00	Y
Arena Floor Rental Alcohol surcharge			\$200.00	Y
Rates for Drop-in sessions	plus applicable fees		\$0.00-\$20.00	Y
COMMUNITY CENTRES			2026 Rate	HST Applicable
Funeral or Celebration of Life Hall Rental Full day rate at any Hall	all rentals are based on availability		\$253.00	Y
Multi-Sports pad rentals * All pads in the Township are first come, first serve; however, if you are looking to secure the pad for an event, you may rent it.	per hour per court		\$25.00	Y
Hall & Kitchen Rentals Hawkesville			2026 Rate	HST Applicable
Full Day Hall Rental (Monday – Sunday)			\$253.00	Y
Hall & Kitchen Rentals Linwood and St. Clements			2026 Rate	HST Applicable
Full Hall Day Rental **includes Hall, Kitchen and Bar** PRIME	all facilities Friday through Sunday OR weekday when 100 participants or more		\$500.00	Y
Full Hall Day Rental **includes Hall, Kitchen and Bar** NON-PRIME	all facilities Monday through Thursday with 99 participants or less; if over, PRIME rate will apply		\$253.00	Y
Linwood Small Hall Full Day Rental **No kitchen access** PRIME	Friday through Sunday. NOTE: large hall and kitchen may be rented simultaneously; Kitchen will be locked out		\$253.00	Y
Linwood Small Hall Full Day Rental **No kitchen access** NON-PRIME	Monday through Thursday NOTE: large hall and kitchen may be rented simultaneously; Kitchen will be locked out		\$201.00	Y
Kitchen Rental Full Day (Monday to Sunday)	no hall included		\$150.00	Y
Exercise/recreation Class Rate	per hour; NOT for meetings or other events		\$64.00	Y
BIRTHDAY PACKAGES			2026 Rate	HST Applicable
Ice Party Package (during ice season) * Regular rental rate of ice * 20% discount on room fee * Must provide own food and beverages	includes 1 hour of ice and minimum of 2 hours of party room use or St. Clements Hall		\$250.00	Y
Non-Prime Ice Party Package >10% discount rate on ice >20% discount on room fee >Available at Bill Gies and St. Clements	includes 1 hour of ice and minimum of 2 hours of party room use or St. Clements Hall		\$180.00	Y
Gymnasium Party Package * Regular rental rate of gymnasium floor * 20% discount on room fee * Must provide own food and beverages	includes 1 hour of gym floor and minimum of 2 hours of party room use		\$105.00	Y
Multi-sports Pad Party Package (not available during Winter) or Disc Golf * Regular rental rate of multi-sports pad * 20% discount on room fee * Must provide own food and beverages	includes 1 hour of multi-sports pad and minimum of 2 hours of party room use		\$70.00	Y

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TOWNSHIP OF WELLESLEY RECREATION COMPLEX		2026 Rate	HST Applicable
Gymnasium Rental (Full Gym) NO kitchen; ONLY for Exercise classes or sports clinics	per hour	\$64.00	Y
Gymnasium Rental/Community Hall (Full Gym includes Kitchen)	per day (includes sporting events/weddings/public events etc.)	\$550.00	Y
Rates for Drop-in Sessions	various gymnasium activities	\$0-\$20.00	Y
Meeting Room A Rental (Full Room) (45-55 ppl seated)	per hour	\$60.00	Y
Meeting Room A Rental (Full Room) (45-55 ppl seated)	per day	\$150.00	Y
Meeting Room B Rental (30 ppl seated)	per hour	\$25.00	Y
Meeting Room C Rental (15 ppl seated)	per hour	\$25.00	Y
Community Room (75 ppl seated)	per hour	\$60.00	Y
Community Room (75 ppl seated)	per day	\$225.00	Y
Active Living Centre (25 ppl seated) Full Day Rentals	per day	\$150.00	Y
Active Living Centre (25 ppl seated) **Meeting rentals only	per hour; based on availability	\$60.00	Y
Courtyard Rental (April-October- weather dependant)	per hour/No hall included	\$20.00	Y
Courtyard Rental (April-October- weather dependant)	per day/ No hall included	\$100.00	Y
Courtyard Rental (April-October- weather dependant)	add-on with hall rental	\$50.00	Y
SOCCER FIELD RENTAL FEES		2026 Rate	HST Applicable
St. Clements Church Field and Downtown Wellesley Fields	per hour; Lines included	\$26.00	Y
St. Clements Church Field and Downtown Wellesley Fields-Local Minor organization	per hour; Lines included	\$16.50	Y
St. Clements main Fields and Mornington Park Fields	per hour; Lines included	\$48.50	Y
St. Clements main Fields and Mornington Park Fields-Local Minor organization	per hour; Lines included	\$32.00	Y
OTHER RENTAL FEES		2026 Rate	HST Applicable
Day after Clean up fee	per day; Must be done by noon	\$170.00	Y
Extra Set up day fee	per day	\$250.00	Y
Facility Alcohol Surcharge	per event	\$100.00	Y
Damage Deposit Private event with alcohol	per event	\$500.00	Y
Damage Deposit Public event with alcohol	per event	\$1,000.00	Y
Damage Deposit Non-Alcohol event (at Directors discretion)	per event	\$150.00	Y
BALL DIAMONDS		2026 Rate	HST Applicable
Adult Rentals per hour	per hour	\$46.00	Y
Minor Ball per hour	per hour	\$30.00	Y
Non-Local Minor Sports per hour	per hour	\$46.00	Y
BALL TOURNAMENTS **Half day rate not applicable on Saturday and Sundays**		2026 Rate	HST Applicable
Standard base rate Half Day (Per day; per diamond)		\$112.00	Y
Standard base rate Full Day (Per day; per diamond)		\$243.00	Y
Slo-pitch tier 1 add on (9-16 teams; Per day; Per Diamond)		\$100.00	y
Slo-pitch tier 2 add on (16 + teams; Per day; Per Diamond)		\$125.00	Y
Fast Ball tier 1 add on (8 or less teams; Per day; Per Diamond)		\$100.00	Y
Fast Ball tier 2 add on (9-16 teams; Per day; Per Diamond)		\$150.00	Y
Fast Ball tier 3 add on (16 + teams; Per day; Per Diamond)		TBD By Director	Y
Beer Garden	for entire tournament	\$125.00	Y
PICNIC SHELTERS / PAVILIONS		2026 Rate	HST Applicable
Full day Reservations		\$75.00	Y
Half day reservations		\$50.00	Y
Cancellation Fee within 30 days or once payment is made	exception is weather	\$25.00	Y

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MISCELLANEOUS FEES		2026 Rate	HST Applicable
Hourly staffing rate	This fee can be applied when additional staff is required for an event or rental or if a non-urgent call out is made. Minimum of 3-hour block.	\$56.75	Y
Filming and Photography rate * Based on locations and length of time * Application to be completed prior to booking * This fee applies when anyone is looking to use the Township facilities or lands for their filming and photography needs * Based on availability	Packages per hour and per day	TBD By Director	Y
Recreation Key fee (when key is dispensed)	For all rentals that require a physical key or fob.	\$2.00	N
Lost Key Fee or upgraded fob	Fee applies when key, keycard or fob is not returned or lost/ or upgraded to fob	\$25.00	N
Long term Key deposit for physical keys (cash only)	deposit returned when key/fob returned		N
CANCELLATION FEES		2026 Rate	HST Applicable
Ice Rentals cancelled over 15 days and paid in advance		\$25.00	N
Ice Rentals cancelled under 14 days up to 73 hours before		\$100.00	N
Ice Rentals cancelled under 72 hours	Exception is weather	Full rate of contract	Y
Ball Diamond Rentals cancelled under 72 hours	Exception is weather	Full rate of contract	Y
Ball Diamond Rentals cancelled over 72 hours and paid in advance		\$25.00	N
Community Centres cancelled over 30 days and not paid		No Charge	N
Community Centres cancelled over 30 days and paid		\$25.00	N
Community Centres cancelled under 30 days		50% of base rental	Y
Meeting rooms cancelled under 5 business days		\$25.00	N
RENTAL LIABILITY INSURANCE		2026 Rate	HST Applicable
As per Gameday Rate Schedule	See Fee Schedule		N
ADVERTISING/SPONSORSHIP (signs provided by advertiser)		2026 Rate	HST Applicable
Ball Diamonds (Linwood, Wellesley & St. Clements)		\$225.00	Y
Soccer Fields (Wellesley, St Clements)		\$225.00	Y
Arena Wall or Boards – St. Clements		\$300.00	Y
Arena Wall – Bill Gies Recreation Centre Wall advertising		\$500.00	Y
Scoreboard top band (4 sides)		\$1,000.00	Y
Scoreboard corner panels (4 corners)		\$1,000.00	Y
Public Skating sponsorship(insured through Township policy)	per hour	\$275.00	Y
Rotating Digital Media boards- Full screen base rate	Excludes Road signs; per month. Some conditions apply	\$30.00	Y
Rotating Digital Media boards- 2/3 screen base rate		\$20.00	Y
Rotating Digital Media boards- 1/3 screen base rate		\$15.00	Y
Rotating Digital Media boards- 1/6 screen base rate		\$10.00	Y
Rotating Digital Media boards- Prime Time Surcharge (Sept-April)	Per advertisement contract. Some conditions apply	\$20.00	Y
Rotating Digital Media boards- Non-Prime Time Surcharge (May-Aug)		\$10.00	Y
Advertising Packages		10% discount for all advertising options additional to the first package purchased. Discounts applied to lower priced options.	Y

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Memberships •A student is defined as 25 yrs old and under and showing proof of enrollment in full-time education. •Senior is defined as 55 plus		2026 Rate	HST Applicable
·Fitness Centre Membership 1 year Family Pass (Up to 5 members, 2 ADULTS and 3 Students, in the same house)	Fitness Centre only. No drop ins included in that rate. Key fee included. 15% discount on registered programming ONLY	\$1,230.00	Y
Fitness Centre Membership Month Family Pass (Up to 5 members, 2 ADULTS and 3 Students, in the same house)	Fitness Centre only. No drop ins included in that rate. Key fee included.	\$128.00	Y
·Fitness Centre Membership 1 year ADULT	Fitness Centre only. No drop ins included in that rate. Key fee included. 15% 10% discount on registered programming ONLY	\$410.00	Y
·Fitness Centre Membership 1 year SENIOR AND STUDENT	Fitness Centre only. No drop ins included in that rate; 20% Discount. Key fee included. 15% 10% discount on registered programming ONLY	\$328.00	Y
·Fitness Centre Membership 6-month ADULT	Fitness Centre only. No drop ins included in that rate. Key fee included	\$230.00	Y
·Fitness Centre Membership 6-month SENIOR AND STUDENT	Fitness Centre only. No drop ins included in that rate; 20% Discount. included	\$182.00	Y
·Fitness Centre Membership 1-month ADULT	Fitness Centre only. No drop ins included in that rate. Key fee extra for 1st month	\$41.00	Y
·Fitness Centre Membership 1-month SENIOR AND STUDENT	Fitness Centre only. No drop ins included in that rate; 20% Discount. Key fee extra	\$33.00	Y
·Fitness Centre Trial visit	No discount; one time only. Must be used during regular business hours; Must be 18+ or have orientation first.	Free	N
·Fitness Centre Renewal Discount	Renew during or within 30 after expiration of 12 month packages ONLY- Not applicable on Family membership	5% off package price	Y
·Single visit Fitness Centre rate	No discount: registration required; 18+ONLY **Some conditions apply**	\$5.00	Y
Walking Track	Annual membership rate	\$25.00	Y
Walking Track supplementary Cards	For additional memberships in your household	\$10.00	Y

Fees & Charges By-law - Schedule 'F'
TABLE NOTES

Ice rental rate increase effective May 1st.

End of Schedule