

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

BY-LAW NO. 2026-098

Being a By-law to prescribe Fees and Charges for Various Facilities and Programs Provided by The Corporation of the Township of Seguin and to Repeal By-law No. 2025-077 and all other By-laws and Resolutions, or parts thereof, contrary hereto or inconsistent herewith.

WHEREAS, pursuant to the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, Part XII, Section 391(1), a municipality may pass by-laws to impose 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, the Council of The Corporation of the Township of Seguin has determined that it is reasonable to require portions of the costs of providing various products and services be covered by fees or charges paid by the applicant and not borne by the ratepayers in general;

AND WHEREAS, the Council of The Corporation of the Township of Seguin has determined that it is necessary to develop a fee reduction/waiver policy related to municipally owned facilities to create consistency and set parameters around the reduction/waiving of fees;

AND WHEREAS, pursuant to By-law No. 2003-03, amended by By-law No. 2023-115, of The Corporation of the Township of Seguin, a By-law to prescribe the form and manner and times for the provision of Notice under the Municipal Act, notice of intent to pass this By-law was provided by posting on the Township of Seguin website on October 23rd, 2026 and in the Township of Seguin Municipal Office.

NOW THEREFORE BE IT RESOLVED THAT COUNCIL FOR THE CORPORATION OF THE TOWNSHIP OF SEGUIN HEREBY ENACTS AS FOLLOWS:

1. **THAT** fees for various Facilities and Programs shall be set out in Schedule "A" attached to and forming part of this By-law.
2. **THAT** the Fee Reduction/Waiver Policy related to Municipally Owned

Facilities shall be set out in Schedule "B" attached to and forming part of this By-law.

3. **THAT** By-law No. 2025-077 and all other By-laws, Resolutions, or parts thereof, contrary hereto or inconsistent herewith are hereby repealed.
4. **THAT** this By-law shall come into full force and effect on January 1st, 2027.

READ a FIRST, SECOND and THIRD TIME, PASSED and ENACTED this 2nd day of November, 2026.

**Ann MacDiarmid,
Mayor**

**Craig Jeffery,
Clerk**

By signing below, I Mayor MacDiarmid hereby approve this by-law and will not exercise the power to veto this by-law.

Date

Signature

Schedule "A"
to Township of Seguin By-law No. 2026-098

FACILITIES:

Rental Rates

Orrville Community Centre

2027

Seguin Hall Auditorium - Full Day	\$255
Seguin Hall Auditorium - Half Day	\$127.50
Seguin Hall Auditorium and Kitchen - Full Day	\$367.20
Seguin Hall Auditorium and Kitchen - Half Day	\$183.60
Swords Room - Full Day	\$81.60
Swords Room - Half Day	\$40.80
Swords Room and Kitchen - Full Day	\$193.80
Swords Room and Kitchen - Half Day	\$96.90
Entire Facility - Full Day	\$408
Entire Facility - Half Day	\$204
Hourly Rate for Seguin Hall	\$56.10
Wedding/Special Event Weekend Rate (Friday 4pm – Sunday 12pm)	\$612
Kitchen rental – Half Day	\$56.10
Kitchen rental – Full Day	\$112.20

Rosseau Memorial Hall

Upstairs Full Day	\$204
Upstairs Half Day	\$102
Upstairs & Kitchen - Full Day	\$316.20
Upstairs & Kitchen - Half Day	\$158.10
Downstairs - Full Day	\$81.60
Downstairs - Half Day	\$40.80
Downstairs & Kitchen - Full Day	\$193.80
Downstairs & Kitchen - Half Day	\$96.90
Entire Facility - Full Day	\$357
Entire Facility - Half Day	\$178.50
Hourly Rate for Upstairs	\$56.10
Wedding/Special Event Weekend Rate (Friday 4pm – Sunday 12pm)	\$561
Kitchen rental – Half Day	\$56.10
Kitchen rental – Full Day	\$112.20

Rosseau Field House (Seasonal)

Full Day	\$178.50
Half Day	\$102
Hourly Rate	\$56.10
Wedding/Special Event Weekend Rate (Friday 4pm – Sunday 12pm)	\$316.20

Rosseau Waterfront

Exclusive Use of Large Gazebo at Rosseau Waterfront. \$153
(Exclusive use of the Gazebo is for maximum of 3 hours during daylight hours, and tables/chairs must be provided by user or rented separately. The rest of the Waterfront will still be available for use by the general public during exclusive use period.)

Rosseau Wellness Room

Health related programs & activities (open to the public & free of charge)	FEE WAIVED
Wellness Room - Half Day	\$40.80
Wellness Room - Full Day	\$81.60

Foley Community Hall and Resource Centre

Rankin Lake Hall - Full Day	\$280.50
Rankin Lake Hall - Half Day	\$153
Rankin Lake Hall & Kitchen - Full Day	\$392.70
Rankin Lake Hall & Kitchen - Half Day	\$209.10
Resource Centre - Full Day	\$81.60
Resource Centre - Half Day	\$40.80
Otter Lake Room - Full Day	\$102
Otter Lake Room - Half Day	\$51
Otter Lake Room & Kitchen - Full Day	\$214.20
Otter Lake Room & Kitchen - Half Day	\$107.10
Entire Facility - Full Day	\$438.60
Entire Facility - Half Day	\$219.30
Wedding/Special Event Weekend Rate (Friday 4pm – Sunday 12pm)	\$652.80
Kitchen rental – Half Day	\$56.10
Kitchen rental – Full Day	\$112.20
Hourly rate for Rankin Lake Hall	\$76.50

Humphrey Community Centre

Upstairs Hall – Full Day	\$102
Upstairs Hall - Half Day	\$51
Upstairs Hall & Kitchen - Full Day	\$214.20
Upstairs Hall & Kitchen- Half Day	\$107.10
Arena Floor Surface (when ice out) - Full Day	\$556.92
Arena Floor Surface (when ice out) - Half Day	\$278.46
Wedding/Special Event Weekend Rate (Friday 4pm – Sunday 12pm)	\$535.50
Kitchen rental – Half Day	\$56.10
Kitchen rental – Full Day	\$112.20

Exclusive use of Dexter Dome- Half Day	\$56.10
Exclusive use of Dexter Dome- Full Day	\$112.20

- * **Half day defined as four hours or less, including set-up time.**
- * **Any events having dancing/liquor license/music will be classified as rental with kitchen at all facilities.**

Refundable Maintenance/Damage Deposits: \$500 per licensed event

SOCAN Tariff: The Society of Composers Authors and Music Publishers of Canada (SOCAN) impose a tariff on music played at Receptions/Conventions/Assemblies, etc. It is the responsibility of the owner of the facility to collect these fees.

Users of Seguin Facilities will pay a flat fee of \$25.00.

A surcharge of \$50.00 per hour will be invoiced to the renter if the building is not left in the condition it was found in.

Miscellaneous

Table rental, not including delivery	\$6.00 per table per event
Chair rental, not including delivery	\$1.75 per chair per event
Projector rental	\$25 per facility rental
Facility Parking Lots, Humphrey Museum grounds, Park/Outdoor Open Space	TBD by type of use

Humphrey Arena –Spring/Summer Ice

All Users	\$170/hr
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Humphrey Arena –Fall/Winter Ice

Youth Rate for Local Minor Hockey Club/	
Local Figure Skating Club	\$78/hr
Regular Rate (Prime 3pm-11pm)	\$130/hr
Regular Rate (Non-Prime 8am-3pm)	\$95/hr

Dressing Room Rental

Room based on availability	\$350/season
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Reduced Fees/Waived Fees for Eligible Community Groups*

Weekly/Monthly meetings for Local Volunteer Community Groups	\$141/Year
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Local Volunteer Community Group Events & Programs \$56 per event

Seguin-based Not-for-Profit and/or Charitable Groups
Events/Programs

FEE WAIVED

Committees of Council, Ratepayer, Lake Association and
Farmers' Market AGM's, Funerals, Celebration of life

FEE WAIVED

Youth Sports Training/Youth Arts & Music Classes

\$40 per session
(max 3 hours)

***Eligibility for Reduced Fees/Waived Fees for local community groups is based on the conditions set out in Seguin Township's Fee Reduction/Waiver Policy. The Director of Community Services will review requests, and subject to meeting the eligibility criteria, may approve or deny the request.**

Recreational Program & Day Camp Fees & Charges:

dependent on type
of program or activity

Swim Programs:

Fees per child per 2 week session

\$75

Fees per person for Bronze Medallion/Bronze Cross

\$150

(does not include workbook)

Private Lessons per session (if available)

\$165

****Plus any Taxes, if applicable.**

****All rentals are subject to additional "GAME DAY" insurance.**

Schedule "B"
to Township of Seguin By-law No. 2026-098



Seguin Township Fee Reduction/Waiver Policy Related to Municipally Owned Facilities

Seguin Township is home to a variety of programs, events, fundraisers, and gatherings each year facilitated by the many devoted service clubs, community groups and volunteer organizations. The Fee Reduction/Waiver Policy has been developed to create consistency and set parameters around the reduction/waiving of fees to such parties.

Policy Statement

Seguin Township strives to provide access to facilities for a wide variety of programs that are available to the community. The Fee Reduction/Waiver Policy provides reduced facility rental rates to support organizations that enhance the well-being, health, and quality of life to residents. This support reduces the financial impact for affiliated community groups enabling them to provide a wide variety of programs to the community.

Scope

The intent of this policy will be to streamline the fee reduction/waiver process and provide a consistent approach in the information that is provided for consideration. For further clarity, a set of eligible and non-eligible criteria was established for the approval of fee reduction/waiver.

Eligibility Criteria

- The organization or group must operate as not-for-profit with the ability to confirm such status to a level deemed satisfactory by the Municipality.
- The activity does not duplicate or conflict with an existing program or activity.
- The activity will provide benefit to the community/public.
- Organizations must demonstrate financial need and provide evidence that regular rental rates constitute a real barrier or hardship.

Not Eligible

- Private events such as weddings, birthdays, anniversary parties etc.
- For-profit organizations, individuals or groups and businesses.
- Events or activities that are not open to the general public.
- Organizations based outside the Municipality (unless the demonstrated benefits are primarily to the residents of Seguin Township)

- Events or activities involving alcoholic beverages where the proceeds are for profit and not being directly donated to the charity or cause that the fee has been reduced/waived for.

Purpose

- To provide a systematic and consistent approach in assessing requests for the reduction/waiving of fees related to booking facilities or spaces.
- To provide support, where appropriate, to community organizations that provide services that maintain and improve the quality of life for residents of Seguin Township.
- To ensure that approved reduction/waiver of fees will not impact the Township's budget and overall fiscal objectives.

The Fee Reduction/Waiver Policy is a community investment. Providing reduced rental rates to eligible community groups facilitates opportunities for a variety of affordable recreation-based programs and experiences to the community. The benefits of this type of investment include, but are not limited to:

- Health and well-being
- Participation and active living
- Youth engagement and opportunities for seniors
- Skill development
- Community development
- Maximizes the use of municipal facilities
- Increases variety and spectrum of programs and services

Requests for the Reduction/Waiver of Fees

The Director of Community Services will review the request, and subject to meeting the eligibility criteria, may approve or deny the request.

Policy Review

This policy will be reviewed and updated as required.