

# South Bruce Peninsula



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## **Message from the Chief Administrative Officer**

I am very pleased to be joining the Town of South Bruce Peninsula as your Chief Administrative Officer and look forward to working with the community, Council and staff to further enhance the great qualities of the Town. I am excited to be joining the municipality at a time when new residential development is on the near horizon and look forward to continuing to advance existing initiatives and to seek further opportunities for the Town. I invite anyone to reach out and introduce themselves. My door is always open and I welcome any input from community members.

Brad McRoberts, MPA, P. Eng. tsbpcao@bmts.com (519) 534-1400 Ext. 121

## **Council Meetings**

Council meetings are held in Council Chambers on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month at 1:00 p.m. Please contact the Clerk at ext 122 if you wish to be a delegation. Minutes of meetings, agendas, public notices and by-laws are available on the Town's website.

## **Dog Licences**

2018 dog licences are now due. Licence Fees are as follows:

	<b><u>Before May 31st</u></b>	<b><u>After May 31st</u></b>
First Neutered/Spayed Dog	\$ 20.00	\$ 40.00
Second Neutered/Spayed dog	30.00	55.00
First Dog not spayed/neutered	40.00	55.00
Second Dog not spayed/neutered	55.00	75.00

Please be advised that as per By-Law 93-2013 no person shall keep more than two (2) dogs per household. Tags may be purchased in person or by sending your remittance to the Town of South Bruce Peninsula with a self-addressed envelope with postage attached. Every owner of a dog shall ensure that it is leashed and under control when not on owner's property. Animal Holding Centre: Southampton Pet Hospital 519-797-2960 or toll free 1-888-893-0587.

## **Paid Parking**

Paid Parking is in effect in Sauble Beach. Revenue from Paid Parking helps the Town to maintain the Beach and provide much needed services. You must pay to park in Sauble Beach between June 1 and Labour Day. The cost per vehicle is \$3 per hour and \$15 per day. Season passes are available for anyone to purchase at a cost of \$50. A convenience fee applies when paying by credit card. To pay for hourly, daily and season pass parking visit one of our MacKay Pay Meters located on Lakeshore Blvd N, pay by App MacKay Pay (Zone 3030), pay by Web [www.mackaypay.com](http://www.mackaypay.com) or call toll free 1-844-334-7078 from a phone which can receive a text. For more information, call Town Hall.

## **2018 Municipal Election**

In 2018, the election method will be Vote by Mail. Watch the Town website or contact the Clerk's Division for more information. It is important to make sure you are on the Voter's List. Go to [Voterlookup.ca](http://Voterlookup.ca) to see if you are on the list. You can make changes which will be used to create the Preliminary List of Electors. [Voterlookup.ca](http://Voterlookup.ca) belongs to the Municipal Property Assessment Corporation and will be launched in February of 2018.

## **Financial Services**

The Municipal office is open 8:30 a.m.- 4:30 p.m., Monday through Friday. If paying by mail, please forward to the address listed on the front. If you require a receipt, please include a self-addressed envelope with postage attached. Replacement tax receipts, for any reason, will cost a minimum of \$5.00 each. **Please Note:** Taxes are due and payable forthwith and conditionally by installments on the due date imprinted on the tax bill. There is a penalty charge of 1 1/4% on any installment on the 1st day of the month following the due date, and a further 1 1/4% on the 1st calendar day of each month thereafter, up to and including December. Thereafter, interest will be added at a rate of 1 1/4% per month on the 1st day of each month (15% per annum). *Failure to receive a tax bill does not excuse a taxpayer from responsibility for payment of the taxes nor relieve liability for penalty due to late payment.*

Tax due dates are to be as follows: **Interim Levy** - third Friday of March & May. **Final Levy** - third Friday of July & September. The final levy for commercial and industrial properties may be later due to the Province of Ontario continuing with the implementation of municipal property tax reforms.

## **Mortgage Company Payments**

If your mortgage company remits your payment, this is a duplicate bill for your files. The original has been forwarded to your mortgage company for payment.

## **Payment Options**

You are able to pay your taxes or utility bill in person, by mail, via any Chartered Bank in Canada, by telephone/internet banking or by preauthorized payments. Please allow sufficient time for processing. Penalty will apply if payment is received by our office after the due date. Preauthorized payment forms may be obtained by visiting the Town's website at [www.southbrucepeninsula.com](http://www.southbrucepeninsula.com). If paying by mail, please be sure to include the appropriate stub(s) with your cheque(s). If paying by computer, check with your financial institution for details. Please use the first 15 digits of the property roll number, which is located on the top right corner of your tax bill. If you sell your home or relocate to a new property address, please update your 15 digit property roll number at your bank or on-line. A night deposit box is located at the George Street entrance of Town Hall for your convenience. The Town of South Bruce Peninsula has partnered with Paymentus Corporation to provide the convenience of making payments by credit cards for taxes and utilities. Paymentus Corporation is a third party automated bill payment service that accepts VISA or Mastercard. To make payments, call Paymentus at **1-855-385-8441** or go to the link on the Town's website which will take you to a secure web page powered by our online bill payment partner, Paymentus Corporation. **A convenience fee will be charged by Paymentus for each transaction.** E-Billing Services for your tax bills and utility bills; go paperless! Sign up and you will receive a PDF version of your bill delivered directly to your email account. The form is available on the Town's website or call 519-534-1400 for more information.

## **Property Assessment**

This billing, as per Province of Ontario legislation, is based on your 2017 Assessment. This interim 2018 tax bill is based on 50% of your 2017 total taxes. As such, the assessment illustrated on the bill is the same as was used for billing purposes in 2017. The new "phased-in" assessment will appear on your 2018 final tax bill. If you have any questions regarding the assessed value of your property, please contact MPAC at 1-866-296-6722 or [www.mpac.ca](http://www.mpac.ca).

## **Tax Incentive Programs :**

**Farm Tax Class:** Ontario Ministry of Agriculture and Food [www.omafra.gov.on.ca](http://www.omafra.gov.on.ca) 1-800-469-2285

**Conservation Land Tax Incentive** —Ministry of Natural Resources 1-800-268-8959

**Managed Forest Tax Incentive** —Ministry of Natural Resources 1-855-866-3847

## Landfill Site

The Landfill Site is located at 1249 Sauble Falls Parkway, Sauble Beach. From May 1 to October 31, the Site is open Tuesday to Saturday from 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m. From June 15 to Labour Day, the Site is also open on Mondays from 10:00 a.m. to 2:00 p.m. and Sundays from 1:00 p.m. to 5:00 p.m. (bagged garbage only on Sundays). From November 1 to April 30, the Site is open on Tuesday, Friday and Saturday from 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m. The Landfill Site will close the gates to incoming traffic 15 minutes prior to every closing time to allow patrons already within the site to un-load and exit the site by the closing times. The Site will be closed on March 30, 2018 for Good Friday . For landfill tipping fees, please refer to the Town's website. Rates are subject to change with approval of Council. Please be ready to show identification and to identify the owner and source location of the material you are dumping.



## Garbage

Each improved property is allowed to place **one bag** (not to exceed 40 pounds) per week at the roadside for collection. This includes apartment buildings or buildings with more than one dwelling/unit. Each additional bag requires a bag tag. A maximum of three bags per week is allowed. Bag tags are available in multiples of ten and can be purchased at the Town office and other local retailers. Garbage is to be placed at the curb no later than **7:00 a.m.** on the day of collection. Where garbage is placed in a secure container, the owner may place it for collection the night prior to the scheduled collection day. Permanent garbage containers must have a visible marker to indicate 'full' or 'empty'. Please visit the Town's website for the current Waste Management By-law and an up to date list of the locations to purchase bag tags. For a complete listing of garbage collection days and areas, please go to the Town's website. **Any complaints or inquiries regarding curbside collection may be directed to our contractor Miller Waste at 519-372-1855 with the exception of Sunnyview Dr., Sunny Cres., Sunny Ln., Golf Course Rd. and Tri Par Ln. Residents living on those streets can contact the Public Works Dept.**

## Recycling

Bi-weekly curbside blue box pickup is provided in the municipality. A recycling depot for recyclable materials, including cardboard, is available at the Amabel Landfill Site. Cardboard-only depots are located at the Louisa St. parking lot in Warton and the Hepworth Legion parking lot. The recycling schedule and a list of materials that can be recycled are available at [www.brucerecycling.com](http://www.brucerecycling.com). **For further information contact Bruce Area Solid Waste Recycling (BASWR) at 1-800-794-9770. Please see the Town's website for information on the Town's other recycling initiatives, such as battery, tire, and electronic waste recycling.**

## Household Hazardous Waste Days

For information regarding the 2018 Household Hazardous Waste Days please visit the Bruce County website at <https://brucecounty.on.ca/living/hazardous-waste-collection-calendar>. This website will be updated when information is available.

## Parks & Recreation

Enjoy Family Day activities - February 19, 2018. Contact Town Hall for summer employment information. Watch for the Recreation Guide to be published mid-May. Pool Registration is Saturday, June 2, 10:00 a.m. – 12:00 noon, Town Hall Council Chambers. Applications are available online for non-profit groups to advertise on the digital signs in Warton and Sauble Beach. Planning a wedding, family reunion or special event? Rent the Warton Arena, Sauble Beach Community Centre, Amabel Sauble School Gym or Pavilions at Bluewater Park, Sauble Beach and Berford Lake. For more information, contact the Recreation Programmer, 519-534-1400 ext. 132 or email [tsbprogrammer@bmts.com](mailto:tsbprogrammer@bmts.com).

## **Parking on Town Roads in Winter**

As per the *Highway Traffic Act*, vehicles obstructing proper maintenance of any roadway may be towed at the owner's expense. The Town's parking by-law directs that vehicles which interfere with the snow removal from a roadway or sidewalk will be ticketed and/or towed at the owner's expense. No person shall park a vehicle on any municipally maintained highway, including a boulevard, between the hours of 2:00 a.m. and 7:00 a.m. from November 15<sup>th</sup> of any year to April 30<sup>th</sup> of the following year. The depositing of snow or ice on any road or sidewalk in the Town of South Bruce Peninsula is also prohibited in accordance with By-Law 14-2013.

## **Building Division**



The Ontario Building Code Act requires that all buildings and structures greater than 108 square feet are required to obtain a Building or Demolition Permit from the Chief Building Official. This includes any new buildings, additions or renovations to an existing building, such as, but not limited to, decks, storage buildings, farm buildings, plumbing and private septic systems. All buildings must comply with zoning. Should you be considering a construction project and require assistance or have any questions regarding your application, designer qualifications, construction plans or zoning, please contact the Building Division at: 519-534-1400 ext. 303.

## **Emergency Management**

72 Hours... Is Your Family Prepared? Natural disasters may be beyond our control, but there are ways to reduce the risk and the impact of whatever emergency we might face whether natural or human-induced. Visit [www.GetPrepared.ca](http://www.GetPrepared.ca) or call 519-534-1400 ext.133 for more resources to better prepare you and your family in the face of a range of emergencies— Plan. Prepare. Be Aware.

## **Emergency Services Division**

### **Smoke Alarms & Carbon Monoxide (CO)**

**Alarms** – It's the Law! Have a smoke alarm on every level of your home and outside each sleeping area. If you have a fuel burning appliance or an attached garage, you must install carbon monoxide alarms adjacent to all sleeping areas. Test all of your alarms regularly, replace the batteries and the units in accordance with the manufacturer's instructions.

**Open Air Burning:** Please read By-Law 17-2013 for more information on burning regulations or call 519-534-1400 ext.133

**Fireworks:** Fireworks are only permitted on owned property with the property owner's permission and only on the following days in 2018 (without a permit) between the hours of 7p.m.– 11p.m.; May 21, May 22, June 30, July 1, July 3, July 4

For more information please refer to: [www.southbrucepeninsula.com](http://www.southbrucepeninsula.com) or call us at 519-534-1400 ext. 133



## **Economic Development Division**

The Town is committed to Economic Development within our community. We are committed to both residential and commercial growth and are working to attract new businesses to the area while retaining all of our existing businesses. For more information on setting up a business, funding opportunities, and economic development within the Town, please contact Cherry Wyonch at 519-534-1400 ext. 120 or email [tsbpdepclerk@bmts.com](mailto:tsbpdepclerk@bmts.com).

## **Municipal Water Systems**

No person (including plumbers) shall open or close a curb stop other than Town-authorized personnel. Any person requesting a curb stop be turned "on" or "off" shall give notice to the Town at least two (2) business days prior and pay any applicable fees. Water system users requesting their water to be turned on or off at the curb must contact the Utility Clerk at 519-534-1400 ext. 103 to set up an appointment. The Town's municipal water and wastewater systems are maintained by the Ontario Clean Water Agency. If you have an emergency for water or sewer in Wiarton after office hours, please call 519-372-3034. If you have an emergency on a municipal water system in the former Township of Amabel, the after-hours contact number is 519-375-1774.