

# CORPORATION OF THE CITY OF NEW WESTMINSTER



## FEES BYLAW NO. 6186, 1994

(Adopted April 25, 1994)

This is a consolidation of the bylaws listed below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal documents. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

### AMENDMENT BYLAW

### EFFECTIVE DATE

No. 6383(Schedule "A")	April 28, 1997
No. 7133 (Schedule "A")	November 20, 2006
No. 7359, 2009 (Sch "A")	January 1, 2010
No. 7558, 2012 (Sch "A")	January 1, 2013
No. 7637, 2013 (Sch "B")	January 1, 2014
No. 7731, 2014 (Sch "A")	January 1, 2015
No. 7787, 2015 (Sch "A")	January 1, 2016
No. 8059, 2018 (Sch "A")	January 1, 2019
No. 8296, 2021 (Sch "A")	January 1, 2022
No. 8479, 2024	January 1, 2025

The bylaw numbers highlighted in this consolidation refer to the bylaws that amended the principal Bylaw No. 6186, 1994. The number of any amending bylaw that has been repealed is not referred to in this consolidation.

Obtainable from the Legislative Services Department

CONSOLIDATED FOR CONVENIENCE ONLY  
(October 15, 2024)

CORPORATION OF THE CITY OF NEW WESTMINSTER

BYLAW NO. 6186, 1994

A Bylaw to Establish Fees for the Provision of Certain City Services

WHEREAS the Municipal Act R.S.B.C. 1979, c.290 empowers Council by bylaw to set fees for certain services provided by the City.

NOW THEREFORE, the City Council of the Corporation of the City of New Westminster in open meeting assembled HEREBY ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "Fees Bylaw No. 6186, 1994".
2. Every applicant for a service listed in Column 1 of Schedule "A" to this Bylaw shall pay the fee listed for that service in Column 2 of Schedule "A".
3. Every applicant for a service listed in Column 2 (Description of Services) of Schedule "B" to this bylaw shall pay the fees listed for that service in Column 3 (Management Fees) of Schedule "B".

**BYLAW NOS. 7133, 2006; 7359, 2009; 7558; 2012; 7731, 2014; 7787, 2015; 8059, 2018; 8296, 2021**

**SCHEDULE "A"**

**SCHEDULE OF FEES**

	<u>Service Description</u>	<u>Fee Per Item</u>
1.	Tax Demand Notice, copy of detailed tax information for each parcel of land	\$20.00
2.	"Statement of Tax Information" for each parcel of land	\$48.00
3.	"Statement of Tax Information" generated on-line by city's on-line service provider, for each parcel of land	\$45.00
4.	Apportionment of taxes following the subdivision or stratification of a parcel of land, per folio created	\$35.00
5.	Returned Cheque Charge, for each item	\$40.00
6.	Tax & Utility Refund Administration Fee	\$25.00
7.	Photocopy of Bylaws, Council Minutes & other records	\$0.25
8.	Historical record of Property Tax or Utility billing information, beyond current and one prior year, per year	\$5.00
9.	Map/Full Colour - Wall size (70" x 24")	\$38.50
10.	Map/Full Colour – Small (42" x 15")	\$22.00
11.	Map/Single Theme Wall (70" x 24")	\$22.00
12.	Map/Single Theme Small (42" x 15")	\$13.00
13.	Map/Small Section by Inventory Property Line, Address and Plan No.	\$2.75
14.	Map/Small Section by Inventory (Sewer System)	\$2.75
15.	Map/Small Section by Inventory (Water Distribution System)	\$2.75
16.	Map/Complete set of 67 Map Tiles	\$137.50
17.	Map/Topography	\$5.50
18.	Map/Complete set of 67 Topography Map Tiles	\$275.00
19.	Tax sale non-refundable registration fee	\$175.00

**BYLAW 7637, 2013**

**Schedule B**

**Freedom of information Schedule of Maximum Fees**

Item	Description of Services	Management Fees
1	For applicants other than commercial applicants:	
	(a) for locating and retrieving a record	\$7.50 per 1/4 hour after the first 3 hours
	(b) for producing a record manually	\$7.50 per 1/4 hour
	(c) for producing a record from a machine readable record from a server or computer	\$7.50 per 1/4 hour for developing a computer program to produce the record
	(d) for preparing a record for disclosure and handling a record	\$7.50 per 1/4 hour
	(e) for shipping copies	actual costs of shipping method chosen by applicant
	(f) for copying records	
	(i) floppy disks	\$2 per disk
	(ii) CDs and DVDs, recordable or rewritable	\$4 per disk
	(iii) computer tapes	\$40 per tape, up to 2 400 feet
	(iv) microfiche	\$3 per fiche

Item	Description of Services		Management Fees
		(v) microfilm duplication	\$25 per roll for 16 mm microfilm, \$40 per roll for 35 mm microfilm
		(vi) microfiche or microfilm to paper duplication	\$0.50 per page (8.5" x 11")
		(vii) photographs, colour or black and white	\$5 to produce a negative
			\$12 each for 16" x 20" photograph
			\$9 each for 11" x 14" photograph
			\$4 each for 8" x 10" photograph
			\$3 each for 5" x 7" photograph
		(viii) photographic print of textual, graphic or cartographic record, black and white	\$12.50 each (8" x 10")
		(ix) dot matrix, ink jet, laser print or photocopy, black and white	\$0.25 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
		(x) dot matrix, ink jet, laser print or photocopy, colour	\$1.65 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
		(xi) scanned electronic copy of a paper record	\$0.10 per page

Item	Description of Services		Management Fees
		(xii) photomechanical reproduction of 105 mm cartographic record/plan	\$3 each
		(xiii) slide duplication	\$0.95 each
		(xiv) audio cassette tape (90 minutes or fewer) duplication	\$5 per cassette plus \$7 per 1/4 hour of recording
		(xv) video cassette recorder (VHS) tape (120 minutes or fewer) duplication	\$5 per cassette plus \$7 per 1/4 hour of recording
2	For commercial applicants for each service listed in Item 1		the actual cost to the public body of providing that service  the hour rate for search, retrieval and production of the records will be charged as per the union rate sheet for the staff undertaking the task. Cost of reproduction will be charged as per this fee schedule.