

TOWN OF GIBSONS



RATES, FEES AND CHARGES BYLAW No. 1196, 2014

Adopted: February 4th, 2014

Consolidated for convenience July 2026
to include amendments up to Bylaw No. 1196-27

This version of this bylaw is a consolidation of amendments to the original bylaw as of the date specified. This consolidation is done for the convenience of users and accurately reflects the status of the bylaw as of the specified date but must not be construed as the original bylaw and is not admissible in Court unless specifically certified by the Director of Corporate Administration for the Town of Gibsons. Persons interested in the definitive wording of this bylaw and its amendments should view the original sealed bylaws at the Town of Gibsons.

AMENDMENTS IN THIS CONSOLIDATION

NO.	BYLAW NO.	DATE	AMENDMENT
1.	1196-01	April 1, 2014	- Revised Schedule A - Schedules B through G added
2.	1196-02	July 29, 2014	- Revised Schedule B under subheading "Fees and Charges" - Revised Schedule C, User Rates – Domestic
3.	1196-03	March 17, 2015	Schedule H added
4.	1196-04	March 24, 2015	- Revised Schedule B - Revised Schedule C
5.	1196-05	July 28, 2015	Revised Section 2.5
6.	1196-06	December 1, 2015	- Revised Section 2.3 - Revised Schedules A, B, C, D and F
7.	1196-07	Abandoned	
8.	1196-08	March 15, 2016	Revised Schedule B
9.	1196-09	December 6, 2016	Revised Schedule H
10.	1196-10	March 29, 2016	Revised Schedules A, B, C and G
11.	1196-11	March 21, 2017	Revised Schedule B and C
12.	1196-12	October 17, 2017	Revised Schedule C
13.	1196-13	March 20, 2018	Revised Schedule D
14.	1196-14	March 20, 2018	Revised Schedules B and C
15.	1196-15	October 2, 2018	Revised Schedule H
16.	1196-16	November 20, 2018	- Revised Schedule B, C, D, F and H - Schedule I added
17.	1196-17	March 26, 2019	Revised Schedule B, C, G, and H
18.	1196-18	March 17, 2020	Revised Schedule B and C
19.	1196-19	October 6, 2020	- Revised Section 2.3 - Revised Schedules B and C - Schedule J added
20.	1196-20	March 16, 2021	Revised Schedules B, C and D

21.	1196-21	March 15, 2022	• Revised Schedules B and C
22.	1196-22	March 14, 2023	• Revised Schedules A, B, C and D
23.	1196-23	March 19, 2024	• Revised Schedules B, C and D
24.	1196-24	July 23, 2024	• Revised Schedules A, B, C, E, F, G, and H • Schedule K added
25.	1196-25	March 25, 2025	• Revised Schedules B, C, and D
26.	1196-26	March 17, 2026	• Revised Schedules B, C, and D
27.	1196-27	July 7, 2026	• Revised Schedules H, I • Schedule L added

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TOWN OF GIBSONS
BYLAW NO. 1196, 2014

A Bylaw to establish rates, fees and charges within the Town of Gibsons

WHEREAS pursuant to Section 194 of the *Community Charter* the Council may by Bylaw impose a fee against the owner or occupier of real property in respect of all or part of a municipal service and the use of municipal property.

NOW THEREFORE, the Council of the Town of Gibsons, in open meeting assembled, enacts as follows:

SECTION 1 GENERAL PROVISIONS

1.1 SHORT TITLE

This Bylaw may be cited as the “Town of Gibsons Rates, Fees and Charges Bylaw No. 1196, 2014”.

1.2 PURPOSE

The purpose of this Bylaw is to establish the rates, fees and charges for municipal services.

1.3 BYLAW SCHEDULES

Attached as integral parts of the Bylaw are the following Schedules:

- Schedule A Documents Rates, Fees and Charges
- Schedule B Water Rates, Fees and Charges
- Schedule C Sanitary and Storm Sewer Rates, Fees and Charges
- Schedule D Garbage and Organics Rates, Fees and Charges
- Schedule E District Energy Rates, Fees and Charges
- Schedule F Highway and Traffic Rates, Fees and Charges
- Schedule G Building Permit Fees and Security Deposits
- Schedule H Development Application Fees and Charges
- Schedule I Sign Bylaw
- Schedule J Tree Preservation Bylaw

1.4 SEVERABILITY

The provisions of this Bylaw are severable. If any provision is for any reason held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Bylaw.

SECTION 2 ESTABLISHMENT OF FEES AND CHARGES

2.1 FEES

This Bylaw establishes those rates, fees and charges listed in the schedules attached to and forming part of this bylaw.

2.2 LATE PAYMENT CHARGES

- 2.2.1 Late payment charges shall be added to all fees that remain unpaid after their due dates:
 - 2.2.1.1 A non-compounding 2% monthly interest charge, calculated daily, will be added to all amounts that remain unpaid after the due date as determined by the Director of Finance.
 - 2.2.1.2 Non-receipt of the utility bill will not be recognized as a valid excuse for failure to pay the fees when due.
 - 2.2.1.3 Postmarks will not be considered as date of payment.
- 2.2.2 Where the Town imposes a fee for work done or services provided to land or improvements, the Owner of the property or premises shall promptly pay the fee in respect of that service. If a fee is due and payable and unpaid on December 31st, it is deemed to be taxes in arrear, and may be collected in the same manner and with the same remedies as property taxes.

2.3 CHARGES FOR: DISHONoured PAYMENT, OVERPAYMENT REFUND, OVERPAYMENT TRANSFER, PAYMENT MADE IN ERROR

- 2.3.1 Where a payment received by the Town in payment of a bill is not honoured by a Person's financial institution for any reason other than clerical error, the Town may charge the Person \$40. This charge represents a reasonable pre-estimate of the administrative costs incurred by the Town as a result of the dishonoured payment.
- 2.3.2 Where a refund of an overpayment received by the Town has been requested for any reason, the Town may charge the Person \$40. This charge represents a reasonable pre-estimate of the administrative costs incurred by the Town as a result of the overpayment.
- 2.3.3 Where a transfer of an overpayment received by the Town has been requested for any reason, the Town may charge the Person \$40. This charge represents a reasonable pre-estimate of the administrative costs incurred by the Town as a result of the overpayment transfer.
- 2.3.4 Where a refund for a payment made in error received by the Town has been requested for any reason, the Town may charge the Person \$40. This charge represents a reasonable pre-estimate of the administrative costs incurred by the Town as a result of the payment made in error.

2.4 TAXES

All fees, charges and rates in this bylaw exclude provincial and federal taxes, which must be paid as applicable.

2.5 REFUNDS

No refund will be paid on any fees or charges collected in error after two years from the date of said payment unless the Collector is satisfied that the claim for the refund results from an error in the calculation of a utility account or an error in the operation of metering equipment with the proviso that any refund over \$5,000 cannot be made without an authorizing

resolution of Council.

READ A FIRST TIME this the 7th day of January , 2014

READ A SECOND TIME this the 21st day of January , 2014

READ A THIRD TIME this the 21st day of January , 2014

ADOPTED THIS the 4th day of February , 2014

Wayne Rowe, Mayor

Selina Williams, Corporate Officer

SCHEDULE A
Rates, Fees and Charges

DOCUMENTS			
Bylaw No.	Description	Fee	Unit
No, 1196, 2024	Line drawing	\$1.10	per square foot of paper
No, 1196, 2024	Full colour drawing	\$5.30	per square foot of paper
No, 1196, 2024	Maps and Plans (Scanned to Digital)	\$1.30 (Min. \$13)	per page
No, 1196, 2024	Mortgage Holder Listing	\$1.30 per Roll No. (Min. \$45)	per listing
No, 1196, 2024	Official Community Plan (Black & White)	\$60.00	per copy
No, 1196, 2024	Printed or Photocopied Document (8.5 x 11 Black & White)	\$0.65	per page
No, 1196, 2024	Printed or Photocopied Document (8.5 x 14 Black & White)	\$0.95	per page
No, 1196, 2024	Printed or Photocopied Document (11 x 17 Black & White)	\$1.30	per page
No, 1196, 2024	Printed or Photocopied Document (8.5 x 11 Colour)	\$1.30	per page
No, 1196, 2024	Printed or Photocopied Document (8.5 x 14 Colour)	\$1.90	per page
No, 1196, 2024	Printed or Photocopied Document (11 x 17 Colour)	\$2.55	per page
No, 1196, 2024	Property Tax & Utility Account Historical Information Requests	\$50.00	Current & prior year - no charge. Min. charge of \$50.00 for additional years
No, 1196, 2024	Property Tax Certificate	\$55.00	each
No, 1196, 2024	Public Use Permit Application Fee	\$106.00	per application
No, 1196, 2024	Subdivision / Development / Stormwater Bylaw (Black & White)	\$95.00	per copy
No, 1196, 2024	Zoning Bylaw (Black & White)	\$64.00	per copy
No, 1196, 2024	Zoning Bylaw Map (Colour)	\$13.00	per copy

Schedule B
Water Rates, Fees and Charges

WATER				
FEES AND CHARGES				
Bylaw No.	Description		Fee	Unit
No.1192, 2014	3/4" Service Connection, c/w setter and Meter Box*		\$3,419	each
No.1192, 2014	3/4" Meter Setter and box*		\$1,686	each
No.1192, 2014	1" Service Connection, c/w setter and Meter Box*		\$3,583	each
No.1192, 2014	1" (25 mm) Meter Setter and box*		\$1,768	each
No.1192, 2014	5/8" x 3/4" Meter		\$855	each
No.1192, 2014	3/4" Meter		\$925	each
No.1192, 2014	1" Meter		\$949	each
No.1192, 2014	Meter Box (supply and installation)		\$1,406	each
No.1192, 2014	Meter Box and Lid (Supply only)		\$141	each
No.1192, 2014	Meter Box Riser (Supply only)		\$35	each
No.1192, 2014	Service connection to watermain only, no excavation or materials		\$585	each
No.1192, 2014	Asphalt trench repair		\$585	sq m
No.1192, 2014	Concrete curb repair (10m max)		\$996	10m max
No.1192, 2014	Concrete curb repair (>10m)		\$105	metre
No.1192, 2014	Concrete sidewalk repair (7 sq m max)		\$996	7 sq m max
No.1192, 2014	Concrete sidewalk repair (>7 sq m)		\$141	sq m
No.1192, 2014	Inspection Fee		\$58	each
No.1192, 2014	Disconnection Fee (up to 2")		\$480	each
No.1192, 2014	Disconnection Fee (over 2")		At Cost	each
No.1192, 2014	Water Shut Off		\$82	each
No.1192, 2014	Administration Fee		\$117	Lump Sum
No.1192, 2014	Basic Service Call	Minimum	\$94	each
No.1192, 2014	Meter Testing	Minimum	At Cost	each
No.1192, 2014	Leak Adjustment		\$58	each
No.1192, 2014	Hydrant Use Fee	per day	\$117	each
No.1192, 2014	Hydrant Use – Damage Deposit		\$585	each
No.1192, 2014	Temporary Lawn Sprinkling Permit		\$30	each
*Additional Fees will be charged at cost for excavation depths greater than 1.5m				
*Fees marked with an asterisk are minimum costs. Cost will be charged at cost if greater.				

Schedule B
Water Rates, Fees and Charges

USER RATES – DOMESTIC				
Bylaw No.	Description	Period	Fee	Unit
No.1192, 2014	Single Family base rate	6 months or portion thereof	\$74.01	Utility Account
No.1192, 2014	Multi-Family base rate	6 months or portion thereof	\$22.02	Utility Account
No.1192, 2014	For each cubic meter of water consumed up to 138 cubic meters	6 months	\$2.15	Cubic metre
No.1192, 2014	For each cubic meter of water consumed in excess of 138 cubic meters and up to 275 cubic meters	6 months	\$2.87	Cubic metre
No.1192, 2014	For each cubic meter of water consumed in excess of 275 cubic meters	6 months	\$3.64	Cubic metre
No.1192, 2014	Unmetered Domestic User	Annual	\$484.00	each
USER RATES – COMMERCIAL (BASE RATES)				
Bylaw No.	Description	Period	Fee	Unit
No.1192, 2014	5/8 or 3/4 inch meter	6 months	\$231.44	each
No.1192, 2014	1 inch meter	6 months	\$312.53	each
No.1192, 2014	1.5 inch meter	6 months	\$763.61	each
No.1192, 2014	2 inch meter	6 months	\$1,028.00	each
No.1192, 2014	3 inch meter	6 months	\$1,681.78	each
No.1192, 2014	4 inch meter	6 months	\$3,422.27	each
USER RATES – COMMERCIAL				
Bylaw No.	Description	Period	Fee	Unit
No.1192, 2014	Commercial base rate	6 months or portion thereof	\$122.49	Utility Account
No.1192, 2014	For each cubic meter of water consumed up to 138 cubic meters	6 months	\$1.94	Cubic metre
No.1192, 2014	For each cubic meter of water consumed in excess of 138 cubic meters and up to 275 cubic meters	6 months	\$2.61	Cubic metre
No.1192, 2014	For each cubic meter of water consumed in excess of 275 cubic meters	6 months	\$3.29	Cubic metre
No.1192, 2014	Unmetered Commercial User	Annual	\$1,603.25	each
No.1192, 2014	Unmetered service surcharge	Annual	\$1,452.00	each
No.1192, 2014	Unprotected water service surcharge (no-backflow prevention device)	Annual	\$1,452.00	each
No.1192, 2014	Town of Gibsons Water Vending		\$0.31	Litre

Schedule C
Sanitary and Storm Sewer Rates, Fees and Charges

SANITARY AND STORM SEWER				
FEES AND CHARGES				
Bylaw No.	Description		Fee	Unit
No 1175, 2012 No.1194, 2014	Sanitary/Storm Service Connection installation: 100 mm*		\$3,059	each
No 1175, 2012 No.1194, 2014	Sanitary/Storm Service Connection installation: 150 mm*		\$3,168	each
No 1175, 2012 No.1194, 2014	Inspection Chamber - supply and installation on existing service*		\$2,185	each
No 1175, 2012 No.1194, 2014	Inspection Chamber - supply only		\$255	each
No 1175, 2012 No.1194, 2014	Protective Inspection Chamber box in driving surface (additional cost)		\$413	each
No 1175, 2012 No.1194, 2014	Asphalt trench repair		\$607	sq m
No 1175, 2012 No.1194, 2014	Concrete curb repair (10m max)		\$1,032	10m max
No 1175, 2012 No.1194, 2014	Concrete curb repair (>10m)		\$109	metre
No 1175, 2012 No.1194, 2014	Concrete sidewalk repair (7 sq m max)		\$1,032	7 sq m max
No 1175, 2012 No.1194, 2014	Concrete sidewalk repair (>7 sq m)		\$146	sq m
No 1175, 2012 No.1194, 2014	Inspection Fee per Connection		\$61	each
No 1175, 2012 No.1194, 2014	Additional Inspections where required		\$61	each
No 1175, 2012 No.1194, 2014	Disconnection Fee per Connection		\$61	each
No 1175, 2012 No.1194, 2014	Basic Service Call		\$97	each
No 1175, 2012 No.1194, 2014	Processing and Administration Fee		\$121	each
*Additional Fees will be charged at cost for excavation depths greater than 1.5m				
*Fees marked with an asterisk are minimum costs. Cost will be charged at cost if greater.				
SANITARY USER RATES – DOMESTIC				
Bylaw No.	Description	Period	Fee	Unit
No.1194, 2014	Residential Property	6 months	\$210.85	per connected parcel
No.1194, 2014 No. 666, 1992	R012 - Residential Guest Accommodation (Non-Principal Residence)	6 months	\$210.85	per unit

Schedule C
Sanitary and Storm Sewer Rates, Fees and Charges

SANITARY USER RATES – COMMERCIAL

Bylaw No.	Description	Period	Fee	Unit
No.1194, 2014	Apartments	6 months	\$144.32	1 bedroom unit
No.1194, 2014		6 months	\$192.39	2 bedroom units
No.1194, 2014	Barber	6 months	\$268.00	5 chairs
No.1194, 2014		6 months	\$25.23	each additional chair
No.1194, 2014	Cabaret	6 months	\$2,140.31	first 100 seats
No.1194, 2014		6 months	\$11.36	each additional seat
No.1194, 2014	Car Wash	6 months	\$1,484.51	first 2 bays
No.1194, 2014		6 months	\$273.74	each additional bay
No.1194, 2014	Fermentation Operation - Brewery	6 months	\$453.75	2000 hl/year or portion thereof
No.1194, 2014	Fermentation Operation - Distillery	6 months	\$226.88	each
No.1194, 2014	Hairdresser	6 months	\$268.00	five chairs
No.1194, 2014		6 months	\$25.23	each additional chair
No.1194, 2014	Hospital	6 months	\$111.57	per bed
No.1194, 2014	Laundromat	6 months	\$880.74	first 5 washing machines
No.1194, 2014		6 months	\$100.53	each additional machine
No.1194, 2014	Licensed Lounge	6 months	\$781.67	first 50 seats
No.1194, 2014		6 months	\$11.36	each additional seat
No.1194, 2014	Licensed Public House	6 months	\$1,563.44	first 100 seats
No.1194, 2014		6 months	\$11.36	each additional seat
No.1194, 2014	Motel/Hotel	6 months	\$192.39	first unit
No.1194, 2014		6 months	\$111.57	each additional Unit
No.1194, 2014	Restaurants/Cafe	6 months	\$558.31	first 30 seats
No.1194, 2014		6 months	\$8.87	each additional seat
No.1194, 2014	Rooming House	6 months	\$192.39	first unit
No.1194, 2014		6 months	\$73.62	each additional unit
No.1194, 2014	School	6 months	\$192.39	per classroom
No.1194, 2014	Service Station/Garage	6 months	\$212.20	each
No.1194, 2014	Store	6 months	\$192.39	retail/wholesale
No.1194, 2014	Suites	6 months	\$192.39	each unit
No.1194, 2014	Trailer Park	6 months	\$192.39	per rental space
No.1194, 2014	All other users	6 months	\$192.39	unit

Schedule D
Garbage and Organics Rates, Fees and Charges

GARBAGE AND ORGANICS				
USER RATES				
Bylaw No.	Description	Period	Fee	Unit
No. 1252, 2018	Residential Property - Garbage and Organics	6 months	\$147.00	Per one garbage can and one organics bin
No. 1252, 2018	Residential Property - Additional Organics	6 months	\$82.00	Per one organics bin
No. 1252, 2018	Residential Property - Garbage Only	6 months	\$65.00	Per garbage can
No. 1252, 2018	Extra Container Ticket		\$4.55	Each

Schedule E

District Energy Rates, Fees and Charges

DISTRICT ENERGY				
FEES AND CHARGES				
Bylaw No.	Description	Period	Fee	Unit
No.1195, 2014	Connection Fee		\$69	each
No.1195, 2014	Inspection Fee		\$63	each
No.1195, 2014	Service Installation Fee		At Cost	each
No.1195, 2014	Disconnection Fee per Connection Minimum Charge (at cost if greater)		\$69	each
No.1195, 2014	Basic Service Call Minimum Charge (at cost if greater)		\$69	each
No.1195, 2014	Meter Testing Minimum Charge (at cost if greater)		\$313	each
USER RATES				
Bylaw No.	Description	Period	Fee	Unit
No.1195, 2014	Basic Charge	6 month	\$86.00	each
No.1195, 2014	Capacity Charge	6 month	\$56.00	per kW of peak heating capacity

Schedule F Highway and Traffic Rates, Fees and Charges

HIGHWAY AND TRAFFIC				
PERMITS				
Bylaw No.	Description	Period	Fee	Unit
No.1193, 2014	Highway Occupancy Permit	per month or portion thereof	\$184	each
No.1193, 2014	Construct, alter or perform any work on a Highway		\$119	per occurrence
No.1193, 2014	Recreational Vehicle Parking Permit (Annual Fee)	Annual	\$893	each
No.1193, 2014	Inspection fee		\$71	each
No.1193, 2014	Permit to store a Container on Highway	per month or portion thereof	\$357	each
No.1193, 2014	Permit to operate oversized Vehicle		\$119	per occurrence
No.1193, 2014	Procession Permit		\$119	per occurrence
No.1193, 2014	Highway Vending Permit	per month or portion thereof	\$268	each
No.1193, 2014	Parking Stall Rental Fee	per week or portion thereof	\$89	per stall
No.1193, 2014	Temporary No Parking	per week or portion thereof	\$89	per stall
No.1193, 2014	Impoundment Fee		\$298 Plus Cost of Removal	per occurrence
No.1193, 2014	Access Permit		\$125	each

Schedule G
Building Permit Fees and Security Deposits Rates, Fees and Charges

BUILDING PERMIT FEES AND SECURITY DEPOSITS			
FEES AND CHARGES			
Bylaw No.	Description	Fee	Unit
No. 1284, 2020	Building Permit (Plan Processing) Application Fee		
	Value of Works:		
	\$0 - \$10,000	\$100	Per Permit
	\$10,001 - \$50,000	\$200	Per Permit
	\$50,001 - \$1,000,000	\$500 min. or 25% of Building Permit Fee, whichever is greater	Per Permit
	> \$1,000,000	25% of Building Permit Fee	Per Permit
	The Building Permit (Plan-Processing) Application fee is non-refundable and shall be credited against the Building Permit Fee when the permit is issued.		
No. 1284, 2020	Building Permit Fee		
	Value of Works		
	\$0 - \$10,000		
	Building Permit Base Fee	\$110	Per Permit
	Incremental Fee	\$13.5	for each \$1,000 or part thereof exceeding the first \$1,000
	Value of Works		
	\$10,001 - \$50,000		
	Building Permit Base Fee	\$220	Per Permit
	Incremental Fee	\$9	for each \$1,000 or part thereof exceeding the first \$10,000

Schedule G
Building Permit Fees and Security Deposits Rates, Fees and Charges

Bylaw No.	Description	Fee	Unit
No. 1284, 2020	Value of Works \$50,001 - \$3,000,000		
	Building Permit Base Fee	\$550	Per Permit
	Incremental Fee	\$10	for each \$1,000 or part thereof exceeding the first \$50,000
	Value of Works \$3,000,001 - \$10,000,000		
	Building Permit Base Fee	\$30,000	Per Permit
	Incremental Fee	\$7	for each \$1,000 or part thereof exceeding the first \$3,000,000
	Value of Works \$10,000,001 and greater		
	Building Permit Base Fee	\$72,500	Per Permit
	Incremental Fee	\$7	for each \$1,000 or part thereof exceeding the first \$10,000,000
	For Multi-Family Residential, Industrial, Commercial, Office Buildings, Assembly, and Institutional Buildings	\$1.4	per \$1,000 or part thereof. Additional to Building Permit Fees and Incremental Fees above

Schedule G
Building Permit Fees and Security Deposits Rates, Fees and Charges

Bylaw No.	Description	Fee	Unit
No. 1284, 2020	Extension/Renewal of a Building Permit		
	Original Building Permit Value of less than \$30,000	\$55	Each
	Original Building Permit Value of \$30,000 or more and less than \$200,000	\$165	Each
	Original Building Permit Value of \$200,000 or more	\$275	Each
No. 1284, 2020	Plumbing		
	Minimum Fee	\$55	Each
	Alteration of existing system (plus any added fixtures)	\$55 min.	Each
	Single-family dwelling (basic 2 bath group, 12 fixtures max.)	\$265 min.	Per Permit
	Additional plumbing fixtures	\$10	Per Fixture
	Water storage tanks, sumps, internal R.W.L., catch basins, manholes, interceptors, water meter or reducing station, water distribution, backflow preventers.	\$55	Each
No. 1284, 2020	Miscellaneous		
	Double Permit Fee	\$5,500 max.	Per Permit
	Permit Transfer (to new Owner/Agent)	\$110	Per Permit
	Occupancy Permit resulting from: Re-activated permit or legalization of suite	\$550	Per Permit
	Special Inspections: Inspections not specifically described herein	\$110	Each
	Demolitions: Basic minimum or contract price, whichever greater Product storage tanks, underground or above ground, basic minimum or as per contract price, whichever greater	\$550	Each building or structure
	Plan Revision Fee	\$150	Per hour
	Alternative Solution	\$1000	Each
	Swimming Pools	\$275 min.	Per Permit

Schedule G
Building Permit Fees and Security Deposits Rates, Fees and Charges

Bylaw No.	Description	Fee	Unit
No. 1284, 2020	Sprinkler System	\$257 min. plus \$110 per suite for multi- family	Per Installation
	Fireplaces - (all types) includes chimneys, vents, space heaters or appliances	\$110	Each
	Additional chimney or vents	\$35	Each
	Heating (all types of heating)	\$110	Each
	Portable classrooms (includes value)	\$330	Each
No. 1284, 2020	Subsoil Drainage		
	Single and two-family dwelling	\$165	Each
	Commercial, multi-family, institutional, industrial	\$550	Each
No. 1284, 2020	Security Deposits		
	Temporary building/shelter/use/structure	\$2,000	Each
	Swimming pools	\$2,000	Each
	Erection, alteration, repair, demolish or addition to an existing residential building or structure	\$500	Each
	New detached dwelling or duplex	\$1,000	Each
	Multi-family residential	\$5,000	Each
	Commercial, industrial, institutional	\$1,000.00 Min or 2% of permit value, whichever is greater. Max. \$5,000	Each
	Demolitions	\$1,000	Each

Schedule H Development Application Fees and Charges

FEES AND CHARGES				
Bylaw No.	Description		Fee	Unit
1166	Official Community Plan / Zoning Bylaw Amendment / Heritage Revitalization Agreement			
	Base Fee		\$2,500	Per Application
	Incremental Additional Fees	Residential	\$100	Per Dwelling Unit
		Non-Residential	\$100	Per 100 m ² of land
	Base and additional fees combined shall not exceed \$25,000			
1166	Combined Official Community Plan and Zoning Bylaw Amendment			
	Base Fee		\$4,000	Per Application
	Incremental Additional Fees	Residential	\$100	Per Dwelling Unit
		Non-Residential	\$100	Per 100 m ² of Land
	Base and additional fees combined shall not exceed \$30,000			
1166	Form and Character Development Permit			
	Base Fee		\$1,500	Per Permit
	Incremental Additional Fee		\$100	Per Unit
	Base and additional fees combined shall not exceed \$10,000			
1166	Other Development Permits			
	Geohazard DP		\$1,000	Per Permit
	Environmentally Sensitive Areas DP		\$1,000	Per Permit
	Aquifer Protection DP		\$1,000	Per Permit
	Aquifer Protection DP – Additional Fee if drilling program is required		At Cost	Per Review
	Combined Geohazard and Environmental DP		\$1,500	Per Permit
	Retroactive Development Permit		Double Permit Fee	Per Permit
1166	Development Permit Amendment			
	Base Fee (includes staff-delegated decision)		\$500	Per Permit
	Incremental Addition Fee (if Council Decision)		\$1,000	Per Council Report
1166	Development Variance Permit			
	Zoning bylaw		\$1,500	Per Permit
	Subdivision bylaw		\$1,500	Per Permit
	Sign bylaw		\$1,500	Per Permit

Schedule H Development Application Fees and Charges

FEES AND CHARGES			
Bylaw No.	Description	Fee	Unit
1336	Delegated Development Variance Permit		
	Zoning bylaw	\$1000	Per Permit
	Sign bylaw	\$1000	Per Permit
1336	Flood Plain Exemption	\$1,000	Per request
1051	Board of Variance	\$1,200	Per Application
1166	Heritage Alteration Permit	\$500	Per Permit
1166	Temporary Use Permit		
	Base Fee	\$2,500	Per Application
	TUP extension (if not lapsed and if no changes to terms)	\$1,000	Per Application
1166	Liquor and Cannabis Regulation Branch		
	Liquor Primary	\$2,000	Per Request
	Liquor Primary - Amendment	\$1,750	Per Request
	Manufacturer (winery, brewery, distillery) with no service permission	\$2,000	Per Request
	Special Event	\$250	Per Request
	Cannabis/Retail License	\$2,000	Per Request
1166	Phased Development Agreement		
	Base Fee	\$2,500	Per Agreement
	Legal Review	At Cost	As Required
1166	Comfort Letter		
	Base Fee	\$500	Per Lot
	Research beyond OCP and Zoning	\$1000	Per Lot
1166	Refunds		
	For development applications if withdrawn before: • a Public Hearing is held; • a Notice of First Reading has been mailed; or otherwise delivered; • a public notice or neighbour notice has been issued/sent; • a referral is sent; • before PLA is issued; • and if the Town does not incur any notification or facility costs	50%	Per Application

Schedule H Development Application Fees and Charges

FEES AND CHARGES			
Bylaw No.	Description	Fee	Unit
1175	Subdivisions		
	Base Fee (includes up to first three lots)	\$3,000	Includes PLA
	Incremental Additional Fees	\$500	Per each additional lot beyond 3 rd
		\$500	PLA Amendment
		\$500	Per lot line alteration
		\$500	Subdivision Approval Fee
1175	Phased Strata Plan Declaration		
	Base Fee	\$2,500	For first two phases
	Incremental Additional Fee	\$200	Per each additional phase beyond 2
	Legal Review	At cost	As required
1175	Strata Title Conversion		
	Base Fee	\$500	2 units or less
	Incremental Additional Fee	\$1,000	3 units or more
1175	Air Space Parcel		
	Base Fee	\$3,500	Includes PLA
	Incremental Additional Fees	\$500	Per each additional Air Space Parcel
		\$500	Subdivision approval fee
	Legal Review	At cost	As required
1175	PLA Extension		
	Base Fee	\$500	Each
	Legal Review	At cost	As required
FEES AND CHARGES			
Bylaw No.	Description	Fee	Unit
1175	Closure of Roads or Sidewalks (in addition to expenses for transfer of land)	\$2,000	Per Application
1166	Land Titles Fees		
	Title Search	\$50	Per Title
	Restrictive Covenant	\$75	Per covenant

	Registration / Discharge / Amendment of legal agreement or Notice on Title (no Council approval required)	\$250	Per application
	Registration / Discharge / Amendment of legal agreement or Notice on Title (Council approval)	\$1,000	Per Application
1166	Application Amendment (where not specified elsewhere)		
	Base Fee	\$500	Per Application
	Incremental Additional Fees	\$1,000	Per Council Report
		At Cost	Legal Review
1175	Service Agreement Works		
	Base Fee	\$1,000	Per request
	Incremental Additional Fees	4%	of that part of the cost estimate between \$0\$100,000
		2%	of that part of the cost estimate above \$100,000

Schedule I

Sign Bylaw, Rates, Fees and Charges

SIGN BYLAW			
FEES AND CHARGES			
Bylaw No.	Description	Fee	Unit
No. 1215, 2016	Permit for a single sign	\$150	Per sign
No. 1215, 2016	Permit for two or more signs	\$175	Per application
No. 1215, 2016	Permit to change the face of each existing conforming sign	\$125	Per sign
No. 1215, 2016	Retroactively Permit a sign that has been installed without a Sign Permit in good standing	\$250	Per sign
	Recovery Costs		
No. 1215, 2016	Sign Removal requiring equipment	\$300	Per sign
No. 1215, 2016	Sign removal not requiring equipment	\$150	Per sign

Schedule J
Tree Preservation Rates, Fees and Charges

TREE PRESERVATION BYLAW			
FEES AND CHARGES			
Bylaw No.	Description	Fee	Unit
No. 1282, 2020	Tree Cutting Permit Application Fee	\$50	Up to 3 Trees
No. 1282, 2020	Security deposit -Private land	\$300	Each
No. 1282, 2020	Payment in Lieu -Public Land	\$300	Each

Schedule K

Filming Rates, Fees and Charges

FILMING FEES			
Bylaw No.	Description	Fee	Unit
No. 1322	Film Permit Application	\$500	per application
No. 1322	Each additional Permit Location	\$100	additional application
No. 1322	Student/Non-Profit Film Application	\$100	per application
No. 1322	Administration Fee	10%	of application fee
No. 1322	Special Effects Permit	\$200	per application
No. 1322	Parks and Municipal Properties – Level 1 Production Location / day	\$500	per day
No. 1322	Parks and Municipal Properties – Level 2 Production Location/ day	\$1,000	per day
No. 1322	Parks and Municipal Properties – Level 3 Production Location / day	\$1,500	per day
No. 1322	Preparation and Production Wrap	50%	of location fee
No. 1322	Noise Exemption Per Day – Received 5 days Prior to Filming	\$300	per request
No. 1322	Noise Exemption Per Day – Received Less Than 5 days Prior to Filming	\$500	per request
No. 1322	Security Deposit/Damage Deposit/Fees and Charges Deposit	\$5,000	
No. 1322	Damage Deductions	As incurred	
No. 1322	Cancellation fee	50%	of application & location fee
No. 1322	Municipal Staff	Two times (2X) hourly position rate in the Collection agreement or exempt contract	
No. 1322	Any legal costs for both parties, as a result, of Filming Activities will be borne by the Production Company	As costs arise	
PRODUCTION LEVELS			
No. 1322	LEVEL 1	Independent Level 1, Still Photography, Student Filming	
No. 1322	LEVEL 2	Movie of the Week, Independent Level 2, TV Series, Commercial	
No. 1322	LEVEL 3	Feature Film, TV Series Level 2	

Schedule L
Mobile Vending Rates, Fees and Charges

MOBILE VENDING			
FEES AND CHARGES			
Bylaw No.	Description	Fee	Unit
1196	Vendor Deposit	\$500	Per application
1196	General Mobile Vendor Permit	\$250	Per year
1196	Special Event Mobile Vendor Permit	\$50	Per event