

**VILLAGE OF CHASE**  
**Bylaw No. 820 - 2016**

A Bylaw to Establish Specified Fees and Charges in relation to Municipal Services

**(CONSOLIDATED FOR CONVENIENCE ONLY, INCLUDING BASE 820,  
AMENDMENTS 823, 829, 854)**

---

**WHEREAS** the *Community Charter*, Chapter 26, S.B.C. 2003, and amendments thereto, empowers the Council to impose fees and charges in respect of all or part of a service of the municipality;

**AND WHEREAS** the Municipal Council of the Village of Chase deems it necessary to provide for the imposition of such fees and charges;

**NOW THEREFORE**, the Municipal Council of the Village of Chase in open meeting assembled, **ENACTS AS FOLLOWS**:

**1. TITLE**

This bylaw may be cited as "Village of Chase Fees and Charges Bylaw No. 820 - 2016".

**2. FEES**

Various fees and charges for the Village of Chase are established as set out in the following schedules, attached hereto and forming part of this Bylaw:

Schedule "A" – Administration and Office Fees;

Schedule "B" – Water, Sewer, Garbage Utilities Billing Cycle and Penalties;

Schedule "C" – Water and Sewer Utility Service Calls;

Schedule "D" – Water Service Rates;

Schedule "E" – Sewer Service Rates;

Schedule "F" – Solid Waste Service Rates;

Schedule "G" – Business License Rates;

Schedule "H" – Community Hall Rental Rates;

Schedule "J" – Development Fees; (Amending Bylaw No. 829)

Schedule "K" – Service Connection Fees. (Amending Bylaw No. 829)

**3. REPEAL**

“Village of Chase Fees and Charges Bylaw No. 808-2015” and any amendments thereto are hereby repealed in its entirety.

**4. SEVERANCE**

If any portion of this bylaw is declared ultra vires by a Court of competent jurisdiction or found to be illegal or unenforceable, that part or section shall be considered to be separate and severable from the bylaw to the intent that the remainder of the bylaw shall continue in full force and effect and shall be enforceable to the fullest extent permitted by law.

READ A FIRST TIME THIS 14th DAY OF June, 2016

READ A SECOND TIME THIS 14th DAY OF June, 2016

READ A THIRD TIME THIS 14th DAY OF June, 2016

SECOND AND THIRD READINGS RESCINDED THIS 28<sup>th</sup> DAY OF June, 2016

GIVEN SECOND READING AS AMENDED THIS 28<sup>th</sup> DAY OF June, 2016

READ A THIRD TIME THIS 28<sup>th</sup> DAY OF June, 2016

ADOPTED THIS 12th DAY OF July, 2016

\_\_\_\_\_  
Rick Berrigan, Mayor

\_\_\_\_\_  
Joni Heinrich, CAO

**Schedule "A" to  
Village of Chase Fees and Charges Bylaw No. 820 - 2016**

**ADMINISTRATION AND OFFICE FEES  
Effective 1<sup>st</sup> January 2017**

The following fees are hereby fixed: (GST and HST to be charged in addition to fees in accordance with Federal and Provincial regulations)

- a. Photocopies (colour copies are double the price, high visibility paper- add 10¢)
- |      |                                |                                  |
|------|--------------------------------|----------------------------------|
| i.   | 8½ x 11                        | <b>\$0.50 per page</b>           |
| ii.  | 8½ x 14                        | <b>\$0.50 per page</b>           |
| iii. | 11 x 17                        | <b>\$1.00 per page</b>           |
| iv.  | Photocopy of Legal Plan        | <b>\$5.00 (plus copy charge)</b> |
| v.   | Land Titles Document Retrieval | <b>Actual Cost Plus 15%</b>      |
- b. Facsimile
- |     |                   |                           |
|-----|-------------------|---------------------------|
| i.  | First 5 Pages     | <b>\$5.00 (flat fee)</b>  |
| ii. | More than 5 Pages | <b>\$10.00 (flat fee)</b> |
- c. Computer Documents (per Document)
- |      |                              |                                   |
|------|------------------------------|-----------------------------------|
| i.   | Tax Certificate (per parcel) | <b>\$35.00 (includes fax fee)</b> |
| ii.  | Utility Invoice (per parcel) | <b>\$5.00</b>                     |
| iii. | Accounts Receivable Invoice  | <b>\$5.00</b>                     |
| iv.  | List of Business Licenses    | <b>\$35.00</b>                    |
- d. Other Fees
- |      |   |  |
|------|---|--|
| i.   | Returned cheques  | <b>\$25.00</b>   |
| ii.  | Commissioner for Taking Affidavits service                                | <b>\$15.00/signature</b>   |
| iii. | Letter regarding status of property (i.e. compliance with Village Bylaws) | <b>\$75.00</b>   |
| iv.  | Provision of Current Gross Tax amount for other than the property owner   | <b>\$10.00</b>   |
| v.   | Custom Research/Specific Request -  | <b>\$50.00/hour calculated in 15 minute intervals</b>                    |
| vi.  | Maps -  | <b>\$50/hour plus copy charges, calculated in 15 minute intervals</b>    |
| vii. | Bound reports, studies and plans-   | <b>\$50.00/hour plus copy charges, calculated in 15 minute intervals</b> |

**Schedule "B" to  
Village of Chase Fees and Charges Bylaw No. 820 - 2016**

**UTILITIES BILLING CYCLE AND PENALTIES**

- (a) The utility billing will be accomplished in 4 billing periods identified as follows:
  - 1 February to 30 April
  - 1 May to 31 July
  - 1 August to 31 October
  - 1 November to 31 January
  
- (b) Payments are applied to the oldest balance first, then to current charges.
  
- (c) All water, sewer and garbage charges left unpaid on the second business day after January 1 in each year shall be transferred to property taxes and shall bear interest (at the rate established by the Provincial Government for arrears and delinquent taxes) beginning the second business day after January 1 until paid in full.

**Schedule "C" to  
Village of Chase Fees and Charges Bylaw No. 820 - 2016**

**WATER AND SEWER UTILITY SERVICE CALLS  
Effective 1<sup>st</sup> February 2017**

For the purpose of this section of the Rate Schedule, normal business hours shall be those hours established by resolution of council from time to time Monday through Friday except statutory holidays.

- |     |   |                        |
|-----|---|------------------------|
| (a) | Requested Service Call during normal business hours     | \$42.00/hr             |
| (b) | Requested Service Call other than normal business hours | \$130.00/hr            |
| (c) | Meter test  | \$150.00               |
| (d) | Water service turn-on or turn-off                       | \$50.00 per occurrence |

**Schedule "D" to  
Village of Chase Fees and Charges Bylaw No. 820 - 2016**

**WATER SERVICE RATES**

**Effective 1<sup>st</sup> May 2018** (Amending Bylaw No. 854)

**Residential Charges**

Annual water rates are based upon the single family residential unit for fixed rate charges. Residential Properties with multiple residential units such as apartments, strata, mobile home parks, etc. are based upon a reduced fixed rate charged for each residential unit upon the property. Fixed rate charges are applied for each unit whether occupied or not occupied.

Fixed Rate charge per single family residential unit	\$131.00
Fixed Rate Charge per Multiple single family residential unit	\$ 98.00

**Non Residential Charges**

Annual water rates are based upon the size of the meter to service the establishment. The 5/8 inch water line is equivalent to the single family fixed rate with other meter sizes determined by the relative capacity to supply water. Multiple occupancy properties will be charged the single family multiple unit rate for each additional business or occupancy upon the premises.

<u>Meter Size</u>	
5/8 (0.625) inch	\$131.00
3/4 (0.750) inch	\$188.60
1.00 inch	\$335.40
1.50 inch and greater	\$754.60

**Water Consumption Rate**

Water Consumption per cubic meter	\$0.500
-----------------------------------	---------

**Schedule "E" to  
Village of Chase Fees and Charges Bylaw No. 820 - 2016**

**SEWER SERVICE RATES**

**Effective 1<sup>st</sup> May 2018** (Amending Bylaw No. 854)

**Residential Charges**

Annual sewer rates are based upon the single family residential unit for fixed rate charges. Residential Properties with multiple residential units such as apartments, strata, mobile home parks, etc. are based upon a reduced fixed rate charged for each residential unit upon the property. Fixed rate charges are applied for each unit whether occupied or not occupied.

Fixed Rate charge per single family residential unit	\$155.40
Fixed Rate Charge per Multiple single family residential unit	\$116.60

**Non Residential Charges**

Annual sewer rates are based upon the size of the meter to service the establishment. The 5/8 inch water line is equivalent to the single family fixed rate with other meter sizes determined by the relative capacity to supply water. Multiple occupancy properties will be charged the single family multiple unit rate for each additional business or occupancy upon the premises.

<u>Meter Size</u>	
5/8 (0.625) inch	\$155.40
3/4 (0.750) inch	\$223.80
1.00 inch	\$397.80
1.50 inch and greater	\$895.20

**Sewer Consumption Rate**

All sewer consumption is based upon water consumption. For the period November to April actual water consumption will be utilized. For the period May to October the winter consumption will be applied to the summer months.

Sewer Consumption per cubic meter	\$0.875
-----------------------------------	---------

**Schedule "F" to  
Village of Chase Fees and Charges Bylaw No. 820 - 2016**

**SOLID WASTE SERVICE RATES  
Effective 1<sup>st</sup> February 2017**

1. Minimum annual solid waste utility charge: \$168.00
  
2. Annual cost for the collection and disposal of solid waste from each approved solid waste container:

	1 x / week	2 x / week
240 L	\$168.00	\$336.00
360 L	\$252.00	\$504.00
  
3. Annual cost to lease each solid waste container from the Village of Chase:

240 L	\$13.40
360 L	\$20.20
  
4. Replacement cost of Village owned solid waste or recycling container: \$79.00
  
5. Solid waste container exchange rate, per request: \$52.00
  
7. Any person may be charged retroactively for solid waste collection service.
  
9. Council may exempt a person from all or part of a solid waste utility charge issued hereunder if they are satisfied that:
  - a) Having considered all of the surrounding circumstances, it would be in the best interests of the Village to exempt the person; or
  - b) Having considered all of the surrounding circumstances, it would be just and fair to so exempt the person.
  
10. Non-receipt of a utility billing will not exempt the customer from paying for the services received.



**Schedule “G” to  
Village of Chase Fees and Charges Bylaw No. 820-2016**

**FEES PAYABLE FOR THE BUSINESS LICENSING PERIOD** (Amending Bylaw No. 854)

<b>Category</b>	<b>Description</b>	<b>Annual Fee</b>	<b>Renewal Period Discount Rate</b>	<b>Pro-rated Fee after July 31<sup>st</sup> (new licences only)</b>
Business - General		\$125	\$100	\$62.50
Liquor Retail		\$125	\$100	\$62.50
Cannabis Retail		\$500	\$450	\$250
Businesses not based in Chase and not falling into any other category	n/a	\$125	\$100	\$62.50
Home Occupation	Based in residence	\$80	\$64	\$40
Home Occupation – Mobile Operator	Operates from temporary locations	\$80	\$64	\$40
Short Term Rental - minor	Less than 3 guest rooms	\$125	\$100	\$62.50
Short Term Rental - major	More than 2 guest rooms, or a guest suite	\$175	\$140	\$87.50
Building Rentals	3 or more units	\$125	\$100	\$100
Direct Sales	Soliciting	\$340	\$272	\$170
Circus, horse show, dog show, or other itinerant show/exhibition or entertainment	n/a	Daily License Fee \$75	n/a	n/a

**Transfer and Change Fees**

1. To transfer a license from one location to another \$20.00
2. To change the owner and/or the name of the business on a license \$20.00

**Schedule "H" to  
Village of Chase Fees and Charges Bylaw No. 820 - 2016  
GENERAL PUBLIC**

**RENTAL FEES:**

Main Hall – Day*	250.00 (maximum 8 hours)
Main Hall – Half Day*	165.00 (maximum 5 hours )
Main Hall – Hourly*	40.00 per hour
Wedding/Dance/Entire Hall*	600.00 (from 5:00 p.m. Friday to 5:00 p.m. Sunday)
Memorial / Funeral Service	75.00 per event
Room A - Day	150.00 (maximum 8 hours)
Room A - Half Day	100.00 (maximum 5 hours)
Room A - Hourly	25.00 per hour
Room B - Day	120.00 (maximum 8 hours)
Room B - Half Day	85.00 (maximum 5 hours)
Room B - Hourly	20.00 per hour
Room C - Day	120.00 (maximum 8 hours)
Room C - Half Day	85.00 (maximum 5 hours)
Room C - Hourly	20.00 per hour
Kitchen (dishes only)	50.00 per event
Full Kitchen (downstairs)	80.00 per event
Table Cloths	5.00 each per event
Chair Linen	5.00 each per event
PA System	35.00 per event
Audio Visual Equipment	35.00 per event

\* Includes use of bar at no additional charge

**ADDITIONAL FEES:**

Damage & Key Deposit	250.00 per event (failure to return the key will incur a loss of 100.00 of the deposit)
Cleaning Charges	60.00 per hour plus 15% administration fee (in the event users do not clean to the standard discussed on walk-through)

**CANCELLATION FEES:**

More than 30 days before event	10% of total rate
15 – 30 days before event	35% of total rate
Less than 15 days before event	50% of total rate

Applicable deposits and the full rental amounts must be paid 30 days prior to the event or at the time of booking if less than 30 days

**NOT FOR PROFIT USERS**  
**Schedule "H" to**  
**Village of Chase Fees and Charges Bylaw No. 820 - 2016**

**RENTAL FEES:**

Upper Hall – Day*	125.00 (maximum 8 hours)
Upper Hall – Half Day*	82.50 (maximum 5 hours )
Upper Hall – Hourly*	20.00 per hour
Dance/Entire Hall	300.00 (from 5:00 p.m. Friday to 5:00 p.m. Sunday)
Memorial / Funeral	37.50 per event
Room A - Day	75.00 (maximum 8 hours)
Room A - Half Day	50.00 (maximum 5 hours)
Room A - Hourly	12.50 per hour
Room B - Day	60.00 (maximum 8 hours)
Room B - Half Day	42.50 (maximum 5 hours)
Room B - Hourly	10.00 per hour
Room C - Day	60.00 (maximum 8 hours)
Room C - Half Day	42.50 (maximum 5 hours)
Room C - Hourly	10.00 per hour
Kitchen (dishes only)	25.00 per event
Full Kitchen (downstairs)	40.00 per event
Table Cloths**	No Charge
Chair Linen**	No Charge
PA System	No Charge
Audio Visual Equipment	No Charge

\* Includes use of bar at no additional charge

\*\*A charge Of \$5.00 per linen / cloth will apply if they are unreasonably soiled

Events that do not have a cover charge and are for the sole benefit of residents of the community (Remembrance Day, Pancake Breakfasts, Children’s Health Fair, etc) will not be required to pay to use the Hall, however, normal booking procedures will apply. These requests will be approved at the discretion of Senior Management.

**ADDITIONAL FEES:**

Damage Deposit	No Charge
Key deposit	50.00 per event or 25.00 per key for long term users
Cleaning Charges	60.00 per hour plus 15% administration fee (in the event users do not clean to the standard discussed in the initial walkthrough)

**CANCELLATION FEES:**

More than 30 days before event	No Charge
15 – 30 days before event	No Charge
Less than 15 days before event	10% of total charge

The Chase Lions Club use of the Hall for Bingo, meetings in Room B and storage of supplies is covered under a separate agreement. Other users groups utilizing storage is also covered under a separate agreement.

**Schedule "I" to** (Amending Bylaw No. 823)  
**Village of Chase Fees and Charges Bylaw No. 820 - 2016**

**MOBILE VENDOR FEES**

**Community Events**

- No fee for use of park/public space/electricity

**Mobile Vendor for Profit –**

**Multiple Approved License Areas allowed within the Village/1 Mobile Route:**

- Annual fee of \$250
- Annual means any period between January 1 and December 31 of a given year.
- If Village supplied electricity is used (pre-authorization must be made by the Village of Chase), fee will be \$5 per 24 hour period

**Mobile Vendor for Profit – 24 hour period – one approved license area:**

- \$50 which includes use of Village provided electricity if available and authorized by the Village for that specific vendor

**Mobile Vendor Associations for Events other than Community Events:**

- An annual fee of \$100 applicable to the License Area which covers all participating vendors for the duration of the event/season.
- An additional charge of \$5 per 24 hour period for each vendor requiring electricity provided it is available and approved for use by the Village

**Private Exclusive (per 24-hour period):**

- \$100 plus \$25 per hour (or portion thereof) after the first 2 hours, and includes all time used in physical preparation of the Public Space until it has been vacated for the purposes of the License
- Fee includes electricity if available and approved by the Village

**Use of Electricity (if available) on Village owned Land for circumstances other than those above:**

- \$5 per 24 hour period

All fees are in addition to required Business License Fees (if applicable).

Fees are payable upon the issuance of the license and may be modified or waived in special circumstances. Unpaid fees will result in the withholding of the License the subsequent year.

**Schedule “J” to  
Village of Chase Fees and Charges Bylaw No. 820-2016**

**DEVELOPMENT FEES** (Amending Bylaw No. 854)

1. Every application for amendment to the Official Community Plan shall be charged a fee of Eight Hundred Dollars (\$800.00).
2. Every application for a Zoning Bylaw amendment shall be charged a fee of Eight Hundred Dollars (\$800.00).
3. Every simultaneous application for an Official Community Plan Bylaw amendment and Zoning Bylaw amendment shall be charged a combined fee of Twelve Hundred Dollars (\$1200.00).
4.
  - a) Every application for a minor Development Permit less than one million (\$1,000,000) in construction costs shall be charged a fee of Five Hundred Dollars (\$500.00).
  - b) Every application for a major Development Permit more than one million (\$1,000,000) in construction costs shall be charged a fee of Twelve Hundred Dollars (\$1200.00) per one million (\$1,000,000) in construction cost to a maximum of Forty Eight Hundred Dollars (\$4800.00).
5. Every application for a Development Variance Permit shall be charged a fee of Five Hundred Dollars (\$500.00).
6. Every application for a Temporary Use Permit shall be charged a fee of Four Hundred Dollars (\$400.00).
7. Every application for a subdivision shall be charged a fee of Five Hundred Dollars (\$500.00), plus One Hundred Dollars (\$100.00) per lot created, plus a 2% administration fee. *Note: the administration fee will be based on a certified estimate of construction value for off-site and on-site municipal services, payable at Final Approval.*

There shall be no refunds except:

- a) when an application which requires statutory advertising is refused or withdrawn prior to advertising the required notice in a newspaper; or,
- b) when a ‘Zoning Amendment Application for Short-Term Rental’ form is received, accepted by Council, and processed through to completion of a Public Hearing.

The amount of refund in the above situations shall be Four Hundred Dollars (\$400.00).

8. Every application for a: (Amending Bylaw No. 861)
  - a) New Controlled Substance License application shall be charged a fee of One Thousand Dollars (\$1,000)
  - b) An amendment to a Controlled Substance License application shall be charged a fee of Three Hundred Dollars (\$300)
  - c) Food Primary License application shall be charged a fee of Three Hundred Dollars (\$300)
  - d) Liquor/Food Primary License, Temporary Amendment, shall be charged a fee of One Hundred Dollars (\$100)

**Schedule "K"** (Amending Bylaw No. 823)  
**Village of Chase Fees and Charges Bylaw No. 820-2016**

**SERVICE CONNECTION FEES**

**WATER CONNECTION CHARGES**

**EACH OCCURRENCE**

Connection charge includes water-on	\$275.00
Service Connection Installation – 19mm	\$1,500.00
Service Connection Installation – over 19mm	Actual Cost
Additional charge for cut and replace asphalt	\$700.00
Additional charge for sidewalk/curb replacement	\$700.00
Water Meter and pit - 19mm	\$1700
Water Meter - over 19mm	Actual Cost

**SANITARY CONNECTION CHARGES**

**EACH OCCURRENCE**

Connection charge	\$325.00
Service Connection Installation – 100mm	\$1,200.00
Service Connection Installation – 150mm	\$1,300.00
Additional charge for cut and replace asphalt	\$700.00
Additional charge for sidewalk/curb replacement	\$700.00

**STORM DRAINAGE CONNECTION CHARGES**

**EACH OCCURRENCE**

Connection charge	\$325.00
Service Connection Installation– 150mm	\$1,300.00
Service Connection Installation – over 150 mm	Actual Cost
Additional charge for cut and replace asphalt	\$700.00
Additional charge for sidewalk/curb replacement	\$700.00