

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, 872, 878, 884, 895)**

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)

Schedule "L" – Cemetery Fees; (Amending Bylaw No. 879)

Schedule "M" – Fire Department Fees. (Amending Bylaw No. 895)

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"Village of Chase Fees and Charges Bylaw No. 808-2015" and any amendments thereto are hereby repealed in its entirety.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SECOND AND THIRD READINGS RESCINDED THIS 28th DAY OF June, 2016

GIVEN SECOND READING AS AMENDED THIS 28th DAY OF June, 2016

READ A THIRD TIME THIS 28th 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 1st January 2021 (Amending Bylaw No. 895)**

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 **\$0.50 per page**
 - ii. 8½ x 14 **\$0.50 per page**
 - iii. 11 x 17 **\$1.00 per page**
 - iv. Photocopy of Legal Plan **\$5.00 (plus copy charge)**
 - v. Land Titles Document Retrieval **Actual Cost Plus 15%**
- b. Facsimile
- i. First 5 Pages **\$5.00 (flat fee)**
 - ii. More than 5 Pages **\$10.00 (flat fee)**
- c. Computer Documents (per Document)
- i. Tax Certificate (per parcel) **\$35.00 (includes fax fee)**
 - ii. Utility Invoice (per parcel) **\$5.00**
 - iii. Accounts Receivable Invoice **\$5.00**
 - iv. List of Business Licenses **\$35.00**
- d. Other Fees
- i. Returned cheques **\$40.00**
 - ii. Commissioner for Taking Affidavits service **\$15.00/signature**
 - iii. Letter regarding status of property (i.e. compliance with Village Bylaws) **\$75.00**
 - iv. Provision of Current Gross Tax amount for other than the property owner **\$10.00**
 - v. Custom Research/Specific Request - **\$50.00/hour calculated in 15 minute intervals**
 - vi. Maps - **\$50/hour plus copy charges, calculated in 15 minute intervals**
 - vii. Bound reports, studies and plans- **\$50.00/hour plus copy charges, calculated in 15 minute intervals**

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

UTILITIES BILLING CYCLE AND PENALTIES

Effective 1st January 2020 (Amending Bylaw No. 872)

- (a) The utility billing will be accomplished in 4 billing periods identified as follows:
January 1 to March 31
April 1 to June 30
July 1 to September 30
October 1 to December 31
- (b) Payments are applied to the oldest balance on each account first, then to current charges.
- (c) All water, sewer and solid waste charges left unpaid as of December 31 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 until paid.

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

WATER AND SEWER UTILITY SERVICE CALLS
Effective 1st January 2021 (Amending Bylaw No. 895)

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 per employee
- (b) Requested Service Call other than normal business hours \$130.00/hr per employee
- (c) Meter test \$150.00 per test
- (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 (Amending Bylaw No. 895)

Residential Water Service Charges	Annual Charge
Fixed Rate charge per single family dwelling property (Effective January 1, 2022)	\$200.00 \$240.00
Fixed Rate charge per residential unit other than a single family dwelling property (Effective January 1, 2022)	\$175.00 \$210.00

*Fixed rate charges are applied for each unit whether occupied or not.

Non Residential Water Service Charges	Annual Charge
Meter Size 5/8 inch (Effective January 1, 2022)	\$200.00 \$240.00
Meter Size 3/4 inch (Effective January 1, 2022)	\$250.00 \$350.00
Meter Size 1.00 inch (Effective January 1, 2022)	\$350.00 \$420.00
Meter Size 1.50 inch and larger (Effective January 1, 2022)	\$800.00 \$960.00
Fixed Rate charge per additional business or occupancy on property (Effective January 1, 2022)	\$175.00 \$210.00

*Fixed rate charges are applied for each unit whether occupied or not.

Water Consumption Rate	Volume Charge
Metered water consumption per cubic meter effective October 1, 2020	\$0.700

* The water service fee is a recurring annual charge renewing on the first day of every calendar year, and billed in 4 equal instalments January 1, April 1, July 1, and October 1

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

SEWER SERVICE RATES

Effective January 1st, 2020 (Amending Bylaw No. 884)

Residential Sewer Service Charges	Annual Charge
Fixed Rate charge per single family dwelling property	\$155.40
Fixed Rate charge per single family dwelling property with Secondary Suite	\$213.70
Fixed Rate charge per residential unit other than a single family dwelling property	\$116.60

Non Residential Sewer Service Charges	Annual Charge
Meter Size 5/8 inch	\$155.40
Meter Size 3/4 inch	\$223.80
Meter Size 1.00 inch	\$397.80
Meter Size 1.50 inch and larger	\$895.20
Fixed Rate charge per additional business or occupancy on property	\$116.60

Sewer Consumption Rate	Volume Charge
Effluent discharge based on metered water consumption per cubic meter	\$0.875

* The sewer service fee is a recurring annual charge renewing on the first day of every calendar year, and billed in 4 equal instalments January 1, April 1, July 1, and October 1.

** All sewer consumption shall be based on the metered water consumption during the period January to March of the current year, with a minimum volume charge of 5.0 cubic meters per quarter.

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

**SOLID WASTE SERVICE RATES
Effective 1st 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)

Category	Description	Annual Fee	Renewal Period Discount Rate	Pro-rated Fee after July 31st (new licences only)
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:

Upper Hall – Hourly	\$60.00 per hour
Upper Hall – 8 hours	\$250.00 (works out to \$31.25/hr.)
Upper Hall – 12 hours	\$350.00 (works out to \$29.17/hr.)
Upper Hall – Hourly (liquor permitted – includes bar)	\$80.00 per hour
Upper Hall – 8 hours (liquor permitted – includes bar)	\$350.00 (works out to \$29.17/hr.)
Upper Hall – 12 hours (liquor permitted – includes bar)	\$450.00 (works out to \$37.50/hr.)
Upper Hall – Weekend Event (48 hours 5:00 p.m. Friday to 5:00 p.m. Sunday)	\$500.00 (works out to \$10.42/hr.)
Upper Hall – Weekend Event (48 hours 5:00 p.m. Friday to 5:00 p.m. Sunday (liquor permitted – includes bar)	\$650.00 (works out to \$13.54/hr.)
Upper Hall - Commemorative Service up to 5 hours	\$100.00 per event (works out to \$20.00/hr.)
Upper Hall - Commemorative Service up to 5 hours (liquor permitted – includes bar)	\$150.00 per event (works out to \$30.00/hr.)
Room A – Hourly	\$30.00 per hour
Room A – 4 hours	\$100.00 (works out to \$25.00/hr.)
Room A – 12 hours	\$150.00 (works out to \$12.50/hr.)
Room B - Hourly	\$30.00 per hour
Room B – 4 hours	\$85.00 (works out to \$21.25/hr.)
Room B – 12 hours	\$120.00 (works out to \$10.00/hr.)
Room C - Hourly	\$20.00 per hour
Room C – 4 hours	\$85.00 (works out to \$21.25/hr.)
Room C – 12 hours	\$120.00 (works out to \$10.00/hr.)
Full Kitchen (downstairs)	\$80.00 per event
Kitchen (dishes only)	\$50.00 per event
PA/Audio-Video System	\$40.00 per event

Note: Unless specified, all rentals prohibit liquor on the premises

ADDITIONAL FEES:

Events Requiring Insurance (purchased through the Village)	15% administration fee on the insurance amount
Damage and Key Deposits	\$250.00 per event. Failure to return key will result in \$100 charge
Cleaning Charges	\$60.00 per hour plus 15% administration fee in the event users do not fulfil their cleaning responsibilities

CANCELLATION FEES:

More than 14 days before event	10% of total rate
Less than 15 days before event	50% of total rate

The 10% rental deposit must be made at least 15 days prior to the event, or full rental amounts at the time of booking if less than 15 days.

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

RENTAL FEES:

Upper Hall – Hourly	\$20.00 per hour
Upper Hall – 8 hours	\$125.00 (works out to \$15.63/hr.)
Upper Hall – 12 hours	\$175.00 (works out to \$14.58/hr.)
Upper Hall – Hourly (liquor permitted – includes bar)	\$35.00 per hour
Upper Hall – 8 hours (liquor permitted – includes bar)	\$150.00 (works out to \$18.75/hr.)
Upper Hall – 12 hours (liquor permitted – includes bar)	\$200.00 (works out to \$16.67/hr.)
Upper Hall – Weekend Event (48 hours 5:00 p.m. Friday to 5:00 p.m. Sunday)	\$400.00 (works out to \$8.33/hr.)
Upper Hall – Weekend Event (48 hours 5:00 p.m. Friday to 5:00 p.m. Sunday (liquor permitted – includes bar)	\$500.00 (works out to \$10.42/hr.)
Upper Hall - Commemorative Service up to 5 hours	\$50.00 per event (works out to \$10.00/hr.)
Upper Hall - Commemorative Service up to 5 hours (liquor permitted – includes bar)	\$100.00 per event (works out to \$20.00/hr.)
Room A – Hourly	\$15.00 per hour
Room A – 4 hours	\$50.00 (works out to \$12.50/hr.)
Room A – 12 hours	\$75.00 (works out to \$6.25/hr.)
Room B - Hourly	\$10.00 per hour
Room B – 4 hours	\$45.00 (works out to \$11.25/hr.)
Room B – 12 hours	\$60.00 (works out to \$5.00/hr.)
Room C - Hourly	\$10.00 per hour
Room C – 4 hours	\$45.00 (works out to \$11.25/hr.)
Room C – 12 hours	\$60.00 (works out to \$5.00/hr.)
Full Kitchen (downstairs)	\$40.00 per event
Kitchen (dishes only)	\$25.00 per event
PA/Audio-Video System	No Charge

Note: Unless specified, all rentals prohibit liquor on the premises

Events open to the public at no charge for the sole benefit of all residents of Chase will not be required to pay rental fees. Damage deposits and any incurred cleaning charges will still apply.

Events for fundraising purposes will require a Council decision in relaxing rental fees. Events with liquor may be considered differently than events without liquor. Damage deposits and incurred cleaning charges will still apply.

ADDITIONAL FEES:

Events Requiring Insurance (purchased through the Village)	15% administration fee on the insurance amount
Damage Deposit – Rental without liquor	\$100
Damage Deposit – Rental with liquor	\$200
Key deposit	\$50.00 per event, and for long-term users
Cleaning Charges	\$60.00 per hour plus 15% administration fee in the event users do not fulfil their cleaning responsibilities

CANCELLATION FEES:

More than 14 days before event	No Charge
Less than 15 days before event	10% of total charge

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

**Schedule "L" to
Village of Chase Fees and Charges Bylaw No. 820 - 2016
CEMETERY RATES (Amending Bylaw No. 879)**

Grave Space (including Care Fund Contribution)	Resident	Non-Resident
Adult	\$700.00	\$850.00
Child	\$500.00	\$600.00
Infant	\$400.00	\$500.00
Cremated Remains	\$350.00	\$450.00

Burial Fees	Resident	Non-Resident
Adult	\$745.00	\$795.00
Child	\$490.00	\$540.00
Infant	\$385.00	\$435.00
Cremated Remains	\$375.00	\$425.00

Columbarium Niche (including Care Fund Contribution)	Resident	Non-Resident
Niche and nameplate	\$900.00	\$1,200.00

Exhumation Fees	Resident	Non-Resident
Adult	\$845.00	\$895.00
Child	\$590.00	\$640.00
Infant	\$485.00	\$535.00
Cremated remains	\$475.00	\$525.00

Miscellaneous Goods and Services	Fee
Deeper depth burial	\$500.00
Extra Charge for Burials Before 9:00 AM or After 2:30 PM - Monday to Friday	\$200.00
Extra Charge for Burials on Saturday, Sunday or Statutory Holidays	\$300.00
Transfer of license	\$50.00
Memorial Marker Installation or Niche portrait Installation	\$100.00
Niche Open and Close fee	\$100.00
Removal of Memorial Marker	\$100.00
Reinstallation of Memorial	\$100.00
Fiberglass grave liners	Cost plus 15%

* In addition, all above charges are subject to applicable taxes.

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

FIRE DEPARTMENT FEES

(Amending Bylaw No. 895)

More than one re-inspection	\$50 per re-inspection
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