

**TOWN OF PORT MCNEILL**  
**Bylaw No. 684, 2018**

A bylaw to establish fees and charges for various municipal services and goods for the Town of Port McNeill.

WHEREAS in accordance with the provisions of Section 8(2) of the Community Charter, a municipality may provide any service that the council considers necessary or desirable, and may do this directly or through another public authority or another person or organization,

AND WHEREAS in accordance with the provisions of Section 8(3) of the Community Charter, a council may, by bylaw, regulate, prohibit and impose requirements in relation to municipal services,

AND WHEREAS in accordance with the provisions of Section 12 of the Community Charter a council may, by bylaw, establish variations, terms and conditions in relation to municipal services,

AND WHEREAS in accordance with the provisions of Section 15 of the Community Charter a council may provide for a system of licenses, permits or approvals,

AND WHEREAS in accordance with the provisions of Section 194 of the Community Charter a council may, by bylaw, impose a fee payable in respect of all or part of a service of the municipality,

NOW THEREFORE the Town of Port McNeill, in open meeting assembled, enacts as follows:

a. THAT FEES AND CHARGES BE ESTABLISHED AS FOLLOWS:

1. Fees and Charges for a service established under the Town of Port McNeill Solid Waste Bylaw No. 559, 2003 and attached as Schedule "A".
  2. Fees and Charges for a service established under the Town of Port McNeill Sewer Regulation Bylaw No. 560, 2003 and attached as Schedule "B".
  3. Fees and Charges for a service established under the Town of Port McNeill Water Regulation Bylaw No. 561, 2003 and attached as Schedule "C".
  4. Schedule "D" Recreation Fees and Charges.
  5. Schedule "E" Administration Fees and Charges.
  6. Schedule "F" Building Permit Fees.
- b. The Town of Port McNeill Fee Setting Bylaw No. 558.12, 2016 and all amendments thereto are repealed on the date this bylaw comes into effect.
- c. This Bylaw may be cited as the "Town of Port McNeill Fee Setting Bylaw No. 684, 2018.

Read a first time the 26 day of March, 2018.

Read a second time the 26 day of March, 2018.

Read a third time the 26 day of March, 2018.

Reconsidered, finally passed and adopted the 03 day of April, 2018.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

Certified to be a correct copy of Bylaw No. 684, 2018 as adopted.

\_\_\_\_\_  
Corporate Officer

<b>Town of Port McNeill Solid Waste Utility Service Bylaw No. 682, 2018</b>				
<b>Schedule "A"</b>				
<b>Solid Waste Bylaw Fee for Services (refer to Bylaw No. 559, 2003 and Bylaw No. 684, 2018)</b>				
Description				
	2020	2021 Increase	Round up to Next Multiple of \$.10	2021
<b>CPI for British Columbia</b>		2.30%		
Single Family Dwelling	12.20	0.28	0.30	12.50
Per Unit of Duplex	12.20	0.28	0.30	12.50
Per Unity of Townhouse Development	12.20	0.28	0.30	12.50
PER Unit of Apartment House	12.20	0.28	0.30	12.50
Per Unity of a Mobile Home Park	12.20	0.28	0.30	12.50
Each Residence in a Light Industrial/Commerical Area	12.20	0.28	0.30	12.50
Each Office, Each Church Building	12.20	0.28	0.30	12.50
Extra Contain Tax	2.00			2.00

Rates shall be charged from the date of service.

Accounts are billed from January 1st to December 31st of each year and shall be allowed a discount of five percent (5%) for prompt payment if paid by the last business day in February in the year in which the account is billed

An additional twenty-five percent (25%) discount on utility bills shall be allowed for Senior Citizens and physically challenged property owners, who qualify under the regulations set out in the Homeowner Grant Act (Age and Disability). This discount is applicable for the entire calendar year in which the utilities are billed. The twenty-five percent (25%) discount is to be applied first, followed by the normal five percent (5%) discount being applied to the balance after the additional discount is taken.

Town of Port McNeill Waste Water Utility Service Bylaw No. 681, 2018				
Schedule "B"				
Waste Water Bylaw Fee for Services (refer to Bylaw No. 560, 2003 and Bylaw No. 684, 2018)				
Description	Monthly Rate			
	2020	2021 Increase	Round up to Next Multiple	2021
CPI for British Columbia		2.3		
Single Family Dwelling	\$21.90	0.50	\$ 0.50	\$ 22.40
Bed and Breakfast/Boarding House	\$21.90	0.50	\$ 0.50	\$ 22.40
Bed and Breakfast/Boarding House per room	\$ 9.80	0.23	\$ 0.30	\$ 10.10
Duplex, multiple dwellings, apartments (per single family dwelling suite or unit)	\$21.90	0.50	\$ 0.50	\$ 22.40
Hotel/Motel/motor inn/coffe shop or dining room (per unit)	\$21.90	0.50	\$ 0.50	\$ 22.40
Hotel/Motel/motor inn, per room	\$ 9.80	0.23	\$ 0.30	\$ 10.10
Beer Parlour/Neighbourhood Pub	\$35.80	0.82	\$ 0.90	\$ 36.70
Laundromat - per wash machine	\$ 9.80	0.23	\$ 0.30	\$ 10.10
Schools: per classroom	\$21.90	0.50	\$ 0.50	\$ 22.40
Store, office, restaurant or other commercial establishment	\$21.90	0.50	\$ 0.50	\$ 22.40
Churches, non-profit organizations - per establishment	\$21.90	0.50	\$ 0.50	\$ 22.40

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Town of Port McNeill Water Utility Service Bylaw No. 680, 2018				
Schedule "C"				
Water Bylaw Fee for Services (refer to Bylaw No. 561, 2003 and Bylaw No. 684, 2018)				
Description	Monthly Rate			
	2020	2021 Increase	Round Up to Next Multiple of \$0.10	2021
CPI for British Columbia		2.3		
Single Family Dwelling	16.40	0.38	0.40	16.80
Bed and Breakfast/Boarding House	16.40	0.38	0.40	16.80
Bed and Breakfast/Boarding House per Room	8.20	0.19	0.20	8.40
Duplex, multiple dwelling, apartments (per single family dwelling suite or unit)	16.40	0.38	0.40	16.80
Hotel/Motel/Motor Inn, Coffee Shop or Dining Room (per unit)	16.40	0.38	0.40	16.80
Hotel/Motel/Motor Inn per room	8.20	0.19	0.20	8.40
Beer Parlour/Neighbourhood Pub	16.40	0.38	0.40	16.80
Laundromat - per wash machine	8.20	0.19	0.20	8.40
Schools - per classroom	16.40	0.38	0.40	16.80
Store, Office, Restaurant, or Other Commerical Establishment	16.40	0.38	0.40	16.80
Churches, Non-Profits Organizations - per Establishment	16.40	0.38	0.40	16.80
Metered Users	0.3223		Not Applicable	

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**Schedule "D"**

**Recreation Fees and Charges**  
**All subject to GST except where noted**

**COMMUNITY HALL**

Funerals and Non-Profit Groups shall pay the janitorial fee and applicable bond only.

Non-alcohol Event	\$ 35.00 per hour
Non-alcohol Event, Day Rate to 5:00 p.m.	\$ 100.00 per day
Alcohol Event	\$ 50.00 per hour
Janitorial Fee – Non-alcohol banquet	\$ 75.00
Janitorial Fee – Alcohol Event	\$ 200.00
Kitchen	\$ 40.00 per day
Refundable Bond – Alcohol Events	\$ 300.00
Refundable Bond – Beer Garden	\$ 300.00
Chairs and Tables	No outside rental permitted

**OLD SCHOOL RECREATION CENTRE**

Meeting Room	\$ 15.00 per hour
Meeting Room, Day Rate to 5:00 p.m.	\$ 75.00 per day
Meeting Room, Monthly Contract Rate	\$ 400.00 per month
Gymnasium	\$ 20.00 per hour
Gymnasium, Day Rate to 5:00 p.m.	\$ 75.00 per day
Kitchen, Used as Meeting Room	\$ 15.00 per hour
Kitchen, Used as Meeting Room, Day Rate to 5:00 p.m.	\$ 75.00 per day
Storage Units	\$ 25.00 per month

**CONCESSION STANDS**

Day Rate	\$ 40.00 per field
Weekend Rate (Friday through Monday)	\$ 75.00 per field
Refundable Cleaning Deposit	\$ 75.00 per field

**MISCELLANEOUS RENTAL RATES**

Portable Public Address System (No charge if using Town facility)	\$ 25.00 per day
Coffee Urns (No charge if using Town facility)	\$ 5.00 per day

**Keys**

Refundable Deposit, up to 5 Sets of Ball Keys	\$ 50.00
Lost Keys	\$ 5.00 per key
Refundable Deposit, Community Hall Gate	\$ 30.00

**Sign Space**

Harbour Park Sign Board	\$ 50.00 per year per space (182/2016)
Ball Fields	\$ 50.00 per year per space
Installation Fee	\$ 25.00 one time fee per sign

Pad Rental, Airport Security	\$100.00 per month
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**SWIMMING POOL**

**Season** (50% after June 30<sup>th</sup>)

Town of Port McNeill Fee Setting Bylaw  
Bylaw No. 684, 2018

Child, 3 – 12	\$125.00
Senior, 55+	\$150.00
Teen/Student (with card)	\$150.00
Adult	\$200.00
Family	\$360.00
Lengths Only	\$170.00
Aquafit	\$170.00

**Monthly**

Child, 3 – 12	\$ 50.00
Senior , 55+	\$ 60.00
Teen/Student (with card)	\$ 60.00
Adult	\$ 80.00
Family	\$180.00
Lengths Only	\$ 70.00

**Day**

Loonie Swim	\$ 2.00
Child, under 3	free
Child, 3 – 12	\$ 2.50
Senior, 55+	\$ 3.00
Teen/Student (with card)	\$ 3.00
Adult	\$ 4.00
Family	\$ 9.00

**Punch Cards (11 Tickets for the Price of 10)**

Child, 3 – 12	\$ 25.00
Senior, 55+	\$ 30.00
Teen/Student (with card)	\$ 30.00
Adult	\$ 40.00
Family	\$ 90.00

**Pool Rentals**

One Hour	\$ 65.00
Deck Area (After pool hour is finished)	\$ 15.00/30 minutes

**Lesson Rates**

Preschool Swimkids	\$ 40.00 (30 minute classes)
Swimkids, Levels 1 – 5	\$ 40.00 (30 minute classes)
Swimkids, Levels 6 – 10	\$ 50.00 (45 minute classes)
Junior Lifeguard Club	\$105.00
Patrols and Bronze Star	\$110.00 (10 – 45 minute classes)
Bronze Medallion	\$150.00 including books
Bronze Cross	\$150.00 (20 hour course)
Assistant Water Safety Inst. (AWSI)	\$300.00 (30 hour course)
Water Safety Instructor (WSI)	\$300.00 (30 hour course)
Private Lessons	\$ 20.00 per Half Hour
Additional Child	\$ 5.00

**Schedule “E”**

**Administration Fees and Charges**

Application to amend Official Community Plan Bylaw	\$350.00
Application to amend Zoning Bylaw	\$350.00
Application to amend Zoning Bylaw which requires that the Official Community Plan Bylaw also be amended	\$500.00
Certification by the Corporate Officer for the authenticity of a document	\$ 5.00
Commemorative Gift Program	
Bench	\$ 900.00 plus GST
Picnic Table	\$1,250.00 plus GST
Shrub or tree	\$ 75.00 plus GST
	Plus actual cost of plant and plaque
Copies of Bylaws	
Official Community Plan	\$ 10.00 plus GST
Subdivision Bylaw	\$ 10.00 plus GST
Copies of miscellaneous Bylaws exceeding 20 pages	\$ 5.00 per bylaw plus GST
Election Costs, School Trustee Election	
If the election involves a Councillor, Mayor and School Trustee ballot	33.3% of election cost billed to School District No. 85
If the election involves only 2 ballots (Mayor in by acclamation)	50% of election cost billed to School District No. 85
If the Regional District of Mount Waddington does not have an election for either Electoral Area “D” (Woss) or Area “C” (Hyde Creek, Telegraph Cove) the Town’s CEO will arrange the School Trustee ballot	100% of cost billed to School District No. 85
Election Staffing Pay Rates	
Staff Positions	
▪ Chief Election Officer	\$800.00
▪ Deputy Chief Election Officer	\$500.00
▪ Election Official (Staff & non-staff)	\$350.00
▪ Training (flat fee)	\$ 20.00
<u>Additional Election Rates</u>	
If an election is required for School Trustee at Woss and there is no Regional District Election (due to acclamation) the Chief Election Officer shall receive an additional \$100, to be charged out 100% to School District No. 85	
Fax – to send	\$ 1.00

Freedom of Information and Privacy Act Requests for Information	Actual cost as provided for in the Act
Garbage Collection – extra tags	\$ 2.00
General Search Fee	\$ 20.00 plus GST
Laminating-per page or part thereof	\$ 5.00 plus GST
Maps – House Numbering	\$ 15.00 plus GST
NSF Cheques	\$ 25.00
<b>Photocopies/Printer Copies Plus HST</b>	
8.5" x 11"	\$ .25 per page
8.5" x 14"	\$ .25 per page
double sided, 8.5" x 11" or 8.5" x 14"	\$ .50 per page
11" x 17"	\$ .50 per page
Colour laser copies, 8.5" x 11" or 8.5" x 14"	\$ 1.00 per page
Pins for resale	Actual Cost
Property Tax Information Request	\$ 10.00
<b>Public Works Charges (all labour rates calculated on actual rate plus benefits) Plus GST</b>	
Backhoe, Including Operator	\$ 70.00 per hour
Dump Truck, Including Operator	\$ 50.00 per hour
L90 Loader, Including Operator	\$ 85.00 per hour
Equipment Operator – working within scheduled 8 hour day	\$ 40.00 per hour
Equipment Operator – working in excess of 8 hour day	\$ 55.00 per hour
Public Works Supervisor – working within scheduled 8 hour day	\$ 50.00 per hour
Public Works Supervisor – working in excess of 8 hour day	\$ 70.00 per hour
Sewer Flusher – Includes Pickup Truck, One Employee and Flusher, charged from the time the flusher leaves Port McNeill yard to the return to the yard	\$ 70.00 per hour
To turn water off and turn it on again to allow for repairs	\$ 50.00
Mileage	\$ 0.52 per km
Ferry Actual Cost	
Meals – Breakfast	\$ 15.00 (includes tip and GST)
Lunch	\$ 15.00 (includes tip and GST)
Dinner	\$ 25.00 (includes tip and GST)

**Schedule "F"**

**BUILDING PERMIT FEES  
(Refers to Bylaw No. 610, 2009)**

The Schedule of fees to be charged for the issuance of a permit under the current Town of Port McNeill Building and Plumbing Bylaw and any amendments is as follows:

**1. DECLARED OR ASSESSED VALUE**

The permit fee for the construction, reconstruction, addition, extension, alteration and repair of any buildings or any other work requiring a permit and not specifically listed here:

Minimum fee \$ 55.00

Plus \$5.00 per \$1,000.00 or portion thereof to \$500,000 of value and \$4.00 per \$1,000.00 thereafter.

The fee for each plumbing fixture, which includes all traps and hot water tanks shall be:

\$7.50 per fixture when issued in conjunction with a Building Permit, or  
\$7.50 per fixture plus \$75.00 flat rate when issued separately from a Building Permit.

**2. NON-REFUNDABLE APPLICATION FEE**

Every permit application shall include a non-refundable application fee:

- Actual Permit Fee up to \$10,000.00 of construction cost;
- \$ 55.00 for each application \$10,000.00 to \$50,000.00
  - \$150.00 for each application valued over \$50,000.00.

This fee will be applied against the cost of the permit.

**3. RELATED BUILDING PERMIT FEES**

Solid Burning Fuel Appliance Inspection (max. 2 visits per)	\$ 80.00
Re-inspection fee	\$ 80.00
Demolition Fee	\$ 50.00
Moving Permit	\$ 75.00
Temporary Building Permit	\$ 75.00**
Mobile Home or Modular Home Placement	\$ 75.00**
Minimum Inspection Fee	\$ 55.00
After Hours Building Inspection Fee	based on time actually spent making the inspection, including travel time.
Water Connection Permit Fee	\$500.00
Sanitary Sewer Connection Permit Fee	\$500.00
Storm Sewer Connection Permit Fee	\$500.00
Water Capping Off Fee	\$ 50.00
Sanitary Sewer Capping Off Fee	\$ 50.00
Storm Sewer Capping Off Fee	\$ 50.00
Deposit – building or demolition – single family/ Duplex residential	\$1,000.00

Deposit – building or demolition – commercial or

Industrial \$2,000.00

\*\* Plus construction values of new work on-site such as foundations, basements, additions and plumbing.

**4. BUILDING PERMIT REFUNDS**

Construction Value up to \$50,000.00 \$ 55.00  
Construction Value in excess of \$50,000.00 \$ 2.00 per \$1,000.00 value

Where a Permit has been issued pursuant to the current Town of Port McNeill Building and Plumbing Bylaw and any amendments thereto, and construction has not commenced:  
75% of the permit fee may be refunded upon application for the cancellation of the permit.

No refund shall be made in the amount of less than \$55.00

Applications for refunds must be received within 12 months of permit issuance.

**5. NOTICE ON TITLE**

Administrative Charge to Remove \$200.00