



VILLAGE OF SAYWARD

BYLAW NO. 451 Village of Sayward Fees and Charges Bylaw, 2019 (Consolidated)

A BYLAW TO ESTABLISH SPECIFIED FEES AND CHARGES FOR MUNICIPAL SERVICES

The following is a consolidated version of Bylaw No. 451, Village of Sayward Fees and Charges Bylaw No. 451, 2019 and includes the following amendment bylaws:

Bylaw No.	Bylaw Name	Adopted	Purpose
468	Fees and Charges Bylaw, Amendment Bylaw No. 1	June 3, 2020	To replace Schedule "D", "E" and "F"
474	Fees and Charges Amendment Bylaw No. 474, 2021	May 4, 2021	To replace Schedule "D", "E", "F", and "K"

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VILLAGE OF SAYWARD
BYLAW NO. 451

A BYLAW TO ESTABLISH SPECIFIED FEES AND CHARGES FOR MUNICIPAL SERVICES

WHEREAS the Council for the Village of Sayward is authorized pursuant to section 194 of the Community Charter to impose fees and charges with respect to services provided by the Village of Sayward.

WHEREAS the Council for the Village of Sayward deems it necessary to provide for such fees and services.

NOW THEREFORE the Council of the Village of Sayward, in open meeting assembled, enacts as follows:

1. REPEAL

That “**Fees and Charges Bylaw No. 445, 2019**” is repealed in its entirety.

2. CITATION

This bylaw may be cited as “**Fees and Charges Bylaw No. 451, 2019**”.

3. SEVERABILITY

If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, the decision shall not affect the validity of the remaining portions of this bylaw.

4. CONSEQUENTIAL AMENDMENTS

The following Bylaws are hereby amended:

- (a) Solid Waste Collection Regulations and Rates Bylaw No. 440, 2018 is hereby amended by deleting Schedule A in its entirety and adding the following as Section 5: “Fees and charges that may be or are provided under this Bylaw shall be payable as set out in the Village of Sayward Fees and Charges Bylaw”.
- (b) Water Rate Bylaw No. 438, 2018 is hereby amended by deleting Schedule A in its entirety and adding the following as Section 10: “Fees and charges that may be or are provided under this Bylaw shall be payable as set out in the Village of Sayward Fees and Charges Bylaw”.
- (c) Sewer Rate Bylaw No. 439, 2018 is hereby amended by deleting Schedule A in its entirety and adding the following as Section 10: “Fees and charges that may be or are provided under this Bylaw shall be payable as set out in the Village of Sayward Fees and Charges Bylaw”.

- (d) Building Bylaw No. 334, 2005 is hereby amended by deleting Appendix A, Appendix B, Appendix C and Appendix D in their entirety and adding the following as Section 14.6: “Fees and charges that may be or are provided under this Bylaw shall be payable as set out in the Village of Sayward Fees and Charges Bylaw”.
- (e) Animal Control Bylaw No. 418, 2015 is hereby amended by deleting Schedule A and adding the following as Section 4.10 and Section 6.13: “Fees and charges that may be or are provided under this Bylaw shall be payable as set out in the Village of Sayward Fees and Charges Bylaw”.
- (f) Business License Bylaw No. 242, 1992 is hereby amended by deleting Schedule A and adding the following as Section 3(9): “Fees and charges that may be or are provided under this Bylaw shall be payable as set out in the Village of Sayward Fees and Charges Bylaw”.
- (g) Fire Protective Services Bylaw No. 383, 2010 is hereby amended by deleting Schedule A Schedule B and Schedule D in their entirety and adding the following as Section 82: “Fees and charges that may be or are provided under this Bylaw shall be payable as set out in the Village of Sayward Fees and Charges Bylaw”.

5. SCHEDULES

- Schedule A – General Administration
- Schedule B – Sayward News
- Schedule C – Kelsey Centre
- Schedule D – Solid Waste Collection
- Schedule E – Water Rates
- Schedule F – Sewer Rates
- Schedule G – Building Fees and Charges
- Schedule H – Animal Control
- Schedule I – Business Licenses
- Schedule J – Fire Protective Services
- Schedule K – Municipal Campground

Read a first time on the 16th day of April 2019.

Read a second time on the 16th day of April 2019.

Read a third time on the 16th day of April 2019.

Adopted on the 7th day of May 2019.

Certified a true copy of Bylaw
No. 451 this ____ day of _____,
2019

Chief Administrative Officer
Village of Sayward

Original signed by “John MacDonald”

Mayor

Original signed by “Lisa Clark”

Corporate Officer

SCHEDULE A
GENERAL ADMINISTRATION

DESCRIPTION	FEE
Cheque returned as Not-Sufficient Funds	\$40.00
Property tax certificate	\$25.00
Photocopies – Colour	\$1.00/page
Photocopies – Black and White	\$0.50/page
Faxes	\$1.25 first page \$0.50 each additional page
Scan and email	\$0.25/page

SCHEDULE B
SAYWARD NEWS

DESCRIPTION	FEE
Copy Ready Ads and Articles per Issue	
Full page	\$45.00
½ page	\$30.00
¼ page	\$20.00
1/8 page	\$10.00
Business card (3.75" x 2.5")	\$8.00
Ads and Articles placed in multiple issues	
2x – 15% discount on total	
3x to 5x – 25% discount on total	
More than 5x – 35% discount	
Set-up Charges (if applicable)	
Full page	\$45.00
½ page and ¼ page	\$30.00
1/8 page and business card	\$20.00
Business Directory	
Business listing which includes name, logo, contact information and a brief description of business. Published 12 times a year plus feature business ad once a year (1/4 page)	\$60.00/year
Classified Ads	
25 words or less	\$5.00
Additional words	\$0.05/each
Community/Family announcements, Memorials, Thank You's or non-Profit Groups	
1. Individual – 1/8 page free	
2. Non-profit – ¼ page free	
For larger pages sizes rates above apply	
*Rates include PST and GST	
** Set-up charges include any non-copy ready work the Village is asked to create or modify to fit the newsletter.	

SCHEDULE C
KELSEY CENTRE

EQUIPMENT RENTAL	PRICE	SECURITY DEPOSIT
Party tent(s)	\$125.00 for 2 days Late fee \$125.00/day	\$125.00 each
Tables	\$7.50 each	\$25.00
Chairs (folding)	\$2.00 each	\$10.00 each
Set of 5 tables and 20 chairs	\$55.00	\$100.00
Table and chair sets, 1 table and 6 chairs	\$15.00	\$35.00
BBQ	\$125.00/day	\$250.00
Popcorn machine	\$50.00/day	\$75.00
Dish rental	\$30.00/day	\$30.00
Coffee urn rental	\$20.00/day	\$20.00
Mats (for first aid, etc.)	\$2.50	\$5.00

ROOM RENTAL	PRICE	CLEANING DEPOSIT
Bar rental if alcohol is being served (renter responsible for own supplies and permit)	\$100.00 flat rate	\$75.00
Bar if no alcohol being served (renter responsible for own supplies and permit)	\$50.00 flat rate	\$75.00
Gym-Adult Activities Table and chairs included	\$50.00/hour \$350.00/day	\$200.00 \$250.00
Gym-Child/Youth/Senior Activities Table and chairs included	\$40.00/hour \$300.00/day	\$200.00 \$250.00
Gym-Private/Commercial Use	\$50.00/hour \$350.00/day	\$200.00 \$250.00
Gym, kitchen and bar rate	\$150.00/hour \$425.00/day	\$250.00 \$300.00
Kitchen-use of all existing equipment (paper plates/cups and napkins excluded)	\$75.00 flat rate	\$75.00
Multipurpose room	\$25.00/hour \$100.00/day	\$75.00

MEETING ROOM RENTALS	PRICE
Daily	\$100.00
Hourly	\$30.00
Weekly (once a week event)	\$25.00/hour
Monthly (once a week event)	\$25.00/hour
One-night event	\$100.00

KELSEY CENTRE

POOL USE	SINGLE	10-PACK	MONTHLY
After School Program	\$7.50	\$75.00	N/A
Child/Youth	\$3.00	\$27.00	\$36.00
Adult	\$5.00	\$45.00	\$60.00
Senior	\$4.00	\$36.00	\$48.00
Family (immediate)	\$15.00	\$135.00	\$180.00

POOL RENTAL	PRICE
Pool rental with one lifeguard	\$150.00 first hour then \$75.00 each additional hour
Pool rental with two lifeguards	\$175.00 first hour then \$105.00 each additional hour
Pool rental without lifeguard (must provide own certified life guard)	\$150.00 first hours then \$60.00 for each additional hour
School Board	Price negotiable
Special school rate (ex: swim lessons)	Price negotiable

OVERNIGHT CAMP-IN RENTALS	
DESCRIPTION	PRICE
Gym, kitchen and one hour in pool with lifeguard	\$400.00
Gym, kitchen, multi-purpose room and one hour in pool with lifeguard	\$500.00

KELSEY CENTRE

SWIMMING LESSON	PRICE
Parent and Tot Swim Kids (Sunday 10:00 am) Ages 6 months to 3 years	\$30.00
Sea Otter (Sundays 10:35 am) Ages 3-6 years	\$35.00
Salamander & Sunfish (Sundays 11:00 am) Ages 3-6 years	\$35.00
Crocodile & Whale (Sundays 11:35 am)	\$35.00
Level 1 & 2 (Sundays 12:15 pm) Ages 6 +	\$40.00
Private Lessons Level 1-10 (1 pm -1:30 pm)	\$40.00
Level 1 & 2 (Mondays & Wednesday 4:30 pm) Ages 6 +.	\$40.00
Level 3 & 4 (Mondays & Wednesday 5:05 pm) Ages 6 +	\$40.00
Level 1 & 2 (Saturdays 10:00 am) Ages 6 +	\$40.00
Level 3 & 4 (Saturdays 10:35 am)	\$40.00
Level 5 & 6 (Saturdays 11:15 am)	\$50.00
Level 7 & 8 (Saturdays 12:00 pm)	\$50.00
Level 9 & 10 (Saturdays 12:30 pm)	\$50.00
Private lessons Level 1-10 (1:30-3:00 pm)	\$40.00
Swim Sports & Swim Strokes Adults & Teens (Friday nights 7:30 pm – 8:15 pm)	\$50.00
Private Lessons (scheduled with instructor)	\$40.00

Classes will only be run if there is enough enrolment

See brochure for details

GYMNASIUM RENTAL

PRIVATE/COMMUNITY FUNCTION	PRICE	SECURITY DEPOSIT
Child/Youth orientated activities - under 18 yrs.	\$40.00/hour	\$200.00
Adult orientated activities – 19 to 64 yrs.	\$50.00/hour	\$200.00
Senior orientated events – 65+ yrs.	\$40.00/hour	\$200.00

GYMNASIUM RENTAL

COMMERCIAL USE	PRICE	SECURITY DEPOSIT
All events	\$75.00/hour	\$250.00

GYMNASIUM RENTAL

DAILY EVENT (up to 16 hours same day)	PRICE	SECURITY DEPOSIT
Child/Youth orientated activities – under 18 yrs.	\$300.00	\$250.00
Adult orientated activities – 19 to 64 yrs.	\$350.00	\$250.00
Senior orientated events – 65+ yrs.	\$300.00	\$250.00
Commercial use	\$400.00	\$250.00
Community fair rental	\$150.00	\$250.00

Bylaw 474,
2021

SCHEDULE D
SOLID WASTE COLLECTION

Fees for collection of solid waste from approved receptacles and excess receptacles

DESCRIPTION	FEE
Up to two approved receptacles	\$238.88 per year
Each additional receptacle	\$5.00 for each additional

Bylaw 474,
 2021

SCHEDULE E
WATER USER RATES

DESCRIPTION		RATE
Private Residence	per dwelling unit (equivalent to one dwelling unit)	\$388.40
Hotel, Motels	per unit	\$194.20
Apartments or Strata Units	per dwelling unit (equivalent to one dwelling unit)	\$388.40
Trailer Park	per pad	\$388.40
Cafes & Restaurants	(equivalent to 10 dwelling units)	\$3,884.00
Stores	(equivalent to one dwelling unit)	\$388.40
- Plus for living quarters attached	(equivalent to one dwelling unit)	\$388.40
- Plus for Grocery	(equivalent to one dwelling unit)	\$388.40
- Plus for Butcher Shop	(equivalent to one dwelling unit)	\$388.40
Garage & Service Stations	(equivalent to one dwelling unit)	\$388.40
Seafood Plant	(equivalent to 7 dwelling units)	\$2,718.80
Bowling Alley	(equivalent to 2 dwelling units)	\$776.80
Laundromat	per washing machine (equivalent to one dwelling unit)	\$388.40
Bank	(equivalent to one dwelling unit)	\$388.40
Schools	(equivalent to 26 dwelling units)	\$10,098.40
Small Craft Harbour	(equivalent to 2 dwelling units)	\$776.80
Harbour Lease	(equivalent to 10 dwelling units)	\$3,884.00
Industrial	shop, office, sort yard office (equivalent to 7 dwelling units)	\$2,718.80
Industrial	dryland sort and water tower (equivalent to 94 dwelling units)	\$36,509.60
Bunk House and Cookhouse	per active sleeping unit (equivalent to ½ dwelling unit)	\$194.20
Campground	serviced stalls times months in operation divided by 12 – times Motel rate	\$194.20
Others not specified	each	\$388.40

Bylaw 474,
 2021

SCHEDULE F
SEWER USER RATES

DESCRIPTION		RATE
Private Residence	per dwelling unit (equivalent to one dwelling unit)	\$284.36
Hotel, Motels	per unit	\$142.18
Apartments or Strata Units	per dwelling unit (equivalent to one dwelling unit)	\$284.36
Trailer Park	per pad	\$284.36
Cafes & Restaurants	(equivalent to 10 dwelling units)	\$2,843.60
Stores	(equivalent to one dwelling unit)	\$284.36
- Plus for living quarters attached	(equivalent to one dwelling unit)	\$284.36
- Plus for Grocery	(equivalent to one dwelling unit)	\$284.36
- Plus for Butcher Shop	(equivalent to one dwelling unit)	\$284.36
Garage & Service Stations	(equivalent to one dwelling unit)	\$284.36
Seafood Plant	(equivalent to 7 dwelling units)	\$1,990.52
Bowling Alley	(equivalent to 2 dwelling units)	\$568.72
Laundromat	per washing machine (equivalent to one dwelling unit)	\$284.36
Bank	(equivalent to one dwelling unit)	\$284.36
Schools	(equivalent to 26 dwelling units)	\$7,393.36
Small Craft Harbour	(equivalent to 2 dwelling units)	\$568.72
Harbour Lease	(equivalent to 10 dwelling units)	\$2,843.60
Industrial	shop, office, sort yard office (equivalent to 7 dwelling units)	\$1,990.52
Industrial	dryland sort and water tower (equivalent to 94 dwelling units)	\$26,729.84
Bunk House and Cookhouse	per active sleeping unit (equivalent to ½ dwelling unit)	\$284.36
Campground	serviced stalls times months in operation divided by 12 – times Motel rate	\$142.18
Others not specified	each	\$284.36

**SCHEDULE G
 BUILDING FEES AND CHARGES**

PROCESSING FEES	
DESCRIPTION	FEE AMOUNT
Building Permits	
Not exceeding \$50,000 value	\$50.00
value greater than \$50,000 but not exceeding \$200,000	\$100.00
value greater than \$200,000 but not exceeding \$500,000	\$250.00
value greater than \$500,000	\$500.00
Plumbing, Sprinkler and Demolition Permits	
Complex buildings and structures	\$100.00
Standard buildings and other buildings	\$50.00
Fireplaces and chimneys	\$50.00

PERMIT FEES	
DESCRIPTION	FEE AMOUNT
Building Permits	
All	\$50.00 + 0.65% of the estimated value of construction
Demolition Permits	
Complex buildings and structures	\$100.00
Standard buildings and other buildings	\$50.00
Plumbing Permits	
Complex buildings and structures	\$100.00 + \$10.00 for each fixture
Standard buildings and other buildings	\$50.00 + \$5.00 for each fixture
Sprinkler Permits	
All buildings and structures	First head \$50.00 Additional heads \$0.75 each

REVISION FEES	
DESCRIPTION	FEE AMOUNT
Complex buildings and structures	\$250.00
Standard buildings	\$100.00
Other permits	\$50.00

TRANSFER FEES	
DESCRIPTION	FEE AMOUNT
Complex buildings and structures	\$250.00
Standard buildings	\$100.00
Other permits	\$50.00

BUILDING FEES AND CHARGES

EXTENSION FEES	
DESCRIPTION	FEE AMOUNT
<u>Complex buildings and structures</u>	
Where the estimated value or remaining construction is \$20,000 or less	\$100.00
For each subsequent \$1,000 of value or fraction thereof	\$3.50
<u>Standard buildings</u>	
Where estimated value of remaining construction is \$20,000 or less	\$50.00
For each subsequent \$1,000 of value or fraction thereof	\$3.50
Other permits	\$50.00

OTHER FEES	
DESCRIPTION	FEE AMOUNT
To rescind a Stop Work or Do Not Occupy Order	\$250.00
Site inspection, section 56 of the Community Charter	\$100.00
Title Search	\$10.00
To obtain copy of Restrictive Covenant	\$50.00
To process a covenant in favour of the Village of Sayward	\$100.00
To remove a Notice on Title, section 57 of Community Charter	\$500.00
To photo copy plans	\$10.00 + GST per sheet
ARCHIVE RESEARCH (per site)	
Complex buildings and structures	\$250.00
Standard buildings	\$100.00
Buildings containing 1 or more dwelling units and other buildings	\$50.00

**SCHEDULE H
 ANIMAL CONTROL**

FEES AND CHARGES	
IMPOUNDMENT	FEES/CHARGES
Seizing and impounding any animal, for the first impoundment in a calendar year	\$50.00
For the second seizure and impoundment of same Animal in calendar year	\$100.00
For the third and subsequent seizure and impoundment of the same Animal in a calendar year	\$150.00
KENNELING	FEES/CHARGES
Provision for food, water, shelter and attendance for any animal for every day or part of every day of care	\$20.00
The full amount of any cost incurred by the Village for examination and treatment by a licensed veterinarian if animal is sick or injured	Full cost
ANIMAL LICENSING	FEES/CHARGES
For every unneutered male dog	\$30.00
For every neutered male dog, proven to be such by the production of a certificate from a qualified veterinarian	\$15.00
For every unsprayed female dog	\$30.00
For every spayed female dog, proven to be as such by the production of a certificate from a qualified veterinarian	\$15.00
For replacement license tags	\$10.00
MISCELLANEOUS	
In addition to the fees for seizure and impoundment, the actual costs incurred in capturing, and in capturing and transporting animal to secure area	Actual Cost
The fees for the adoption of an animal shall be as prescribed by the pound-keeper, in consultation with the Village	Actual Cost

SCHEDULE I
BUSINESS LICENSES

DEFINITION	DESCRIPTION	FEE (per annum unless otherwise stated)
<u>Commercial/Industrial</u> Any business permitted in the zones designated in the Zoning Bylaw	Employing up to 3 persons Employing up to 8 persons Employing over 8 persons	\$100.00 \$150.00 \$200.00
<u>Rental units/spaces</u> Any building containing dwelling units or other types of rental units in any zone	Up to 20 units 20 – 40 units Over 40 units	\$100.00 \$125.00 \$165.00
<u>Home Occupation</u> Any business permitted in residential areas under the Zoning Bylaw	Per business	\$65.00
<u>Home Occupation - Artisan</u> Any business permitted in residential areas under the Zoning Bylaw Senior citizen's 65 years and older	Per business Per Business	\$30.00 Free
<u>Mobile Vending</u> Any business permitted and regulated by Council	Per business	\$300.00
<u>Miscellaneous Business</u> Any business not based in the Village of Sayward (other than Mobile Vending)	Per business	\$125.00
Any blanket yearly license for craft sales, trade shows, etc. held in the Village of Sayward (in lieu of individual license)		\$110.00
Seasonal based business	Per business	\$50.00
Any business not listed	Per business	\$100.00

SCHEDULE J
FIRE PROTECTIVE SERVICES

DEFINITION	FEE
Application for fireworks display Low hazard fireworks event	\$50.00
Application for fireworks display High hazard fireworks event	\$100.00
Application for a burning permit Non-refundable	\$50.00

Bylaw 474,
2021

SCHEDULE K
MUNICIPAL CAMPGROUND

CAMPGROUND FEES	
DESCRIPTION	FEE AMOUNT
Unserviced sites Daily	\$20.00
Serviced sites Daily	\$25.00