

GLENMORE-ELLISON IMPROVEMENT DISTRICT

BYLAW #121

A BYLAW TO ESTABLISH MISCELLANEOUS SERVICE FEES AND OTHER CHARGES PAYABLE TO THE DISTRICT AND THE TERMS OF PAYMENT THEREOF.

The Trustees of the Glenmore-Ellison Improvement District, in open meeting assembled, **ENACT AS FOLLOWS:**

APPLICATION:

1. In order to defray certain administrative or operational costs or expenses, the following service fees and other charges are hereby fixed and made payable to the District:

- (a) Fees for Administrative Services provided are set out in Schedule A, which forms an integral part of this bylaw.
- (b) Fees for Subdivision & Development Services provided are set out in Schedule B, which forms an integral part of this bylaw.
- (c) Fees for Water Services and Permits provided are set out in Schedule C, which forms an integral part of this bylaw.

PAYMENT / NON-COMPLIANCE:

2. For all charges in excess of \$10.00, all firms and individuals will be invoiced and terms of payment will be net 30 days. Where possible, for charges less than this, payment is to be made at time of service.

3. The District may, by Trustee resolution, order the water shut off to any premises on which there are any charges owing under this Bylaw for 90 days or longer from the due date. The District shall serve written notice upon such person that if the overdue amount is not paid within ten (10) business days, the water will be shut off until the amount owing is paid in full.

4. In cases of accounts receivable remaining unpaid after the due date of the period for which they were levied, a 2% monthly penalty shall be added to any invoiced amounts that remain outstanding.

5. Bylaw # 105 is hereby repealed.

6. This Bylaw may be cited as the “**Miscellaneous Charge Bylaw No. 121**”.

INTRODUCED and given first reading by the Trustees on the 22nd day of June, 2011.

RECONSIDERED, adopted and finally passed by the Trustees on the 22nd day of June, 2011.

Bob Fugger, Chair of the Trustees

Linda O'Neil, Administrative Treasurer

I HEREBY CERTIFY under seal of the Glenmore-Ellison Improvement District that this is a true copy of Bylaw No. 121 of Glenmore-Ellison Improvement District passed by the Trustees this 22nd day of June, 2011.

Linda O'Neil, Administrative Treasurer

SCHEDULE A – FEES FOR ADMINISTRATIVE SERVICES:

The following fees are due and payable to the District:

| Services Provided: | Fees: |
|---|----------------|
| 1. New account set-up for each newly developed unit to be registered in the Land Titles Office. Payment will be due at time of issuance of the Water Availability Letter, or as requested by the District during the development process. | \$20.00 |
| 2. Tax and toll searches requested by legal firms | \$20.00 |
| 3. Processing of Land Title changes in the event of property sales and transfers | \$20.00 |
| 4. Water turn-on for startup of any new water service | \$50.00 |
| 5. Returned Cheques | \$30.00 |
| 6. EFT Returns | \$20.00 |
| 7. Photocopies (per page) | \$0.25 |
| 8. Monthly rental of parking spaces, per stall, on District owned lands | \$40.00 |
| 9. An annual lease rate, equivalent to the applicable annual Agricultural Grade tax rate, shall be charged for any District owned lands that are leased by special agreement. | |
| 10. For information requests pursuant to the <i>Freedom of Information and Protection of Privacy Act</i> , a maximum fee may be charged for locating and retrieving a record, preparing it for disclosure or producing it manually, as set out in the Regulation to that Act. | |

SCHEDULE B – FEES FOR SUBDIVISION AND DEVELOPMENT SERVICES:

The following fees are due and payable to the District:

| Services Provided: | Fees: |
|--|-----------------|
| 1. Inspection of a water service connection, sized 50mm or less, to the District System. Payment for the connection inspection will be due at the time of issuance of the Water Availability Letter. | \$75.00 |
| 2. Inspection of a water service connection, sized greater than 50mm, to the District System. Payment for the connection inspection will be due at the time of issuance of the Water Availability Letter. | \$500.00 |
| 3. Inspection of a water meter installation, charged per meter for all industrial, commercial, institutional, multi-family and strata meters. Payment for inspection will be due at the time of issuance of the Water Availability Letter. | \$75.00 |
| 4. Document Administration Fee: Staff review for each application for Regrade, Rights of Way, Easements, Road Exchanges or Road Closures. | \$150.00 |
| 5. Development Application Fee: Staff review per each Referral for Subdivision, Rezoning or Development Permit applications. | \$150.00 |
| 6. Hourly Charge for subsequent review per revised set of drawings, further to the initial Document Administration Fee or the initial Development Application Fee. | \$50.00 |
| 7. Boundary Application Processing Fee: For Inclusion or Exclusion of a property within the District boundaries. A refund of \$250.00 will be issued if the boundary application is rejected, and no advertising component is required. | \$400.00 |
| 8. Latecomer Agreement Administration Fee: Staff preparation and review of a Latecomer Agreement. | \$500.00 |
| 9. Water Servicing Agreement Administration Fee: Staff preparation and review of a Water Servicing Agreement. | \$500.00 |
| 10. For all Services under this Schedule where the District must retain a contractor, consultant or any professional service in order to accommodate such request, all costs must be paid completely by the owner of land requiring such services. | |

SCHEDULE C – FEES FOR WATER SERVICES AND PERMITS:

The following fees are due and payable to the District:

| Services Provided: | Fees: |
|--|-----------------|
| 1. After Hours Call-Out: Fee per site visit for any District crew member responding to a call-out (i.e. requests for service requiring a response) outside of regular office hours. | \$150.00 |
| 2. Where staff or equipment of the District are required to render service, the party requesting such work, service or materials shall pay the following charges: a) For staff, the charge shall be at the employee’s full wage rate for that time period plus 10%. b) For vehicles and equipment, the equivalent to rental rate from an outside agency. c) For materials, at actual cost plus 10%. | |
| 3. For all Services under this Schedule where the District must retain a contractor, consultant or any professional service in order to accommodate such request, all costs must be paid completely by the owner of land requiring such services. | |
| 4. Daily Hydrant Use Permit for Individuals or Contractors: Payment will be due prior to issuance of permit. | \$25.00 |
| 5. Hydrant/Valve/Works Inspection Fee: Should any party be found to be accessing a hydrant, valve or other District works illegally, i.e. contrary to District bylaws, an inspection fee will be charged to assess status or damage of said works. Works requiring repair will be invoiced to said party, in accordance with item 2(a)(b)(c) and item 3 of Schedule C. | \$100.00 |
| 6. Daily Access Permit / Inspection Fee for Landowners of Lower Denali Drive: Landowners of Lower Denali Drive who require access through gated District owned lands, namely Lateral One, to the Denali lands to accommodate entry for landscaping and other works, will be charged a daily access/inspection fee to ensure District Lands are returned to their original condition after entry. | \$100.00 |