

# **FEES & CHARGES BYLAW**

## **VILLAGE OF PEMBERTON**

### **BYLAW NO. 905, 2021**

**Fourth & Final Readings**  
**July 27, 2021**



**OFFICE CONSOLIDATION: February 28, 2025**

This document is an office consolidation of the Village of Pemberton Fees & Charges Bylaw No. 905, 2021 adopted July 27, 2021 and subsequent amendments adopted by Village Council)

This consolidation has no Council sanction. Amendments have been incorporated only for convenience. For all purposes of interpretation and application the original bylaws should be consulted. The Village of Pemberton will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of the Village of Pemberton Fees & Charges Bylaw No. 905, 2021, nor is it admissible in a court of law. For such purposes, official certified copies can be obtained from the Village Office or by contacting us at: [admin@pemberton.ca](mailto:admin@pemberton.ca).

List of Amending Bylaws

<b>BYLAW NO.</b>	<b>SECTION</b>	<b>DESCRIPTION</b>	<b>ADOPTED</b>
<b>908, 2021</b>	Schedule S	Adds Schedule S, Board of Variance Fees, and updates list of schedules	October 5, 2021
<b>913, 2021</b>	Schedule T	Adds Schedule T, Building Fees, and updates list of schedules	October 21, 2021
<b>923, 2022</b>	Schedules G, N, R, T  Schedule U  Schedule V	Provision is added to allow Council by resolution to waive, reduce, or refund fees and to establish conditions or requirements that must be met to obtain a waiver, reduction, or refund of fees. Adds schedule of parking and traffic control fees. Adds schedule of civic addressing and street naming fees.	April 5, 2022
<b>935, 2022</b>	Schedule F (Business Licence Fees)	Replaces Schedule F	August 30, 2022
<b>938, 2022</b>	Schedule D (Blasting)	Replaces Schedule D	October 4, 2022
<b>942, 2023</b>	Schedule B (Airport)  Schedule M (Parks and Public Spaces)  Schedule Q (Special Events)	Replaces Schedule B  Replaces Schedule M  Replaces Schedule Q	March 14, 2023
<b>951, 2023</b>	Schedule T (Building)	Updates Schedule T Building Fees	October 17, 2023
<b>980, 2025</b>	Schedule Q (Special Events)	Replaces Schedule Q	February 11, 2025

**VILLAGE OF PEMBERTON  
BYLAW NO. 905, 2021**

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A bylaw to establish fees and charges for services and information.

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The Council of the Village of Pemberton, in open meeting assembled, enacts as follows:

**PART 1: CITATION**

- 1.1. This bylaw may be cited for all purposes as the “Village of Pemberton Fees and Charges Bylaw No. 905, 2021”

**PART 2: INTERPRETATION**

- 2.1. In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, bylaw, or other enactment refers to that enactment as amended or replaced from time to time.
- 2.2. Except as otherwise provided in this bylaw, words and phrases used herein have the same meanings as in the *Community Charter, Local Government Act, and Interpretation Act*.
- 2.3. Headings are used for convenience only and must not be construed as defining or limiting the scope or intent.
- 2.4. Nothing in this Bylaw relieves a person from complying with any federal or provincial enactment or any other bylaw or requirement of a permit, order, or licence.
- 2.5. A reference to a more specific matter in this bylaw supersedes a reference to a more general matter.
- 2.6. In this bylaw, *Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021.

**PART 3: FEES AND CHARGES**

- 3.1. The Village hereby imposes the fees for the provision of services and information as specified in Schedules A to S inclusive which are attached and form part of this Bylaw.
- 3.2. Fees and charges imposed under this Bylaw for the provision of services or information shall apply instead of other fees or charges imposed under other bylaws for the same services or information in the event of any conflict between this Bylaw and any other bylaw.
- 3.3. Fees collected for cost recovery shall be subject to an administrative fee as set out in Schedule A unless otherwise specified in this bylaw.

**PART 4: REPEAL**

4.1. Village of Pemberton Administrative Fees Bylaw No. 721, 2012 is hereby repealed.

**PART 5: CONSEQUENTIAL AMENDMENTS**

5.1. **Airport Establishment, Operations and Fees Bylaw No. 817, 2017** is amended by:

- a. In Schedule B,
  - i. striking out all tables and wording except for the table labelled “FINES”;
  - ii. inserting the following before the table:

The following fines apply to any contravention of this bylaw;; and
  - iii. striking out the word “Offense” following the word “Third” and inserting in its place the words “and subsequent offenses, per offense”;
- b. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.
- c. striking out Part 5 and inserting the following in its place:
  - i. Council shall hereby levy fees, charges, and rates for tie-down and landing provided at the Airport.
  - ii. Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in *Fees and Charges Bylaw*.
  - iii. Council may set fees for uses not listed in *Fees and Charges Bylaw*; and
- d. inserting the following as paragraph 7. (ii):
  - ii. Fines for contravention of this bylaw shall be payable as set out in Schedule A.

5.2. **Animal Control Bylaw No. 839, 2018**, is amended by:

- a. in Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.
- b. in section 1.2, striking out the words “outlined in Schedule A” and placing a period after the word “fee.”;

- c. in section 1.4, deleting the words “prescribed in Schedule A.”;
- d. replacing subparagraph 6.9 (c) (i) with the following:
  - any applicable fines as outlined in Schedule A;
- e. striking out subparagraph 6.9 (c) (iii), and inserting in its place the following:
  - any applicable impoundment, per diem dog care and housing, or other fees;
- f. striking out section 8.3, and inserting in its place the following:
  - 8.3. A person must not keep or maintain a kennel without first having
    - a) applied for a kennel permit on a form provided by the Village;
    - b) paid the applicable kennel licence fee; and
    - c) obtained a kennel licence.
- g. in section 10.1, striking out the words “as set out in Schedule A” and placing a period after the word “fee.”;
- h. deleting Schedule A;
- i. renaming Schedule B to Schedule A;
- j. renaming Schedule C to Schedule B;
- k. striking out section 24 and replacing it with the following:
  - 24.** The following schedules are attached to and form part of this bylaw and are enforceable in the same manner as this bylaw:
    - a) Schedule “A” – Fines
    - b) Schedule “B” – List Prohibited Animals; and
- l. inserting the following as section 25 and renumbering section 25 as section 26:

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.3. **Blasting Regulation Bylaw No. 714, 2012** is amended by:

- a. in part 2, Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:  
  
*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021
- b. in section 4(2),
  - ii. striking out the words “in the amount of \$150.00” and inserting a period after the word “fee.”; and
  - iii. striking out subparagraph 4.2 (a);
- c. in section 4(4), striking out the words “in the amount of \$50.00” and inserting a period after the word “fee.”;
- d. inserting the following as section 4(6):  
  
Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*; and
- e. in section 8(2), inserting the word “offense” immediately before the period.

5.4. **Business Licence Bylaw No. 855, 2019**, is amended by:

- a. deleting Schedule A;
- b. renaming Schedule B to Schedule A;
- c. renaming Schedule C to Schedule B;
- d. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:  
  
*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021
- e. in section 4.3, striking out the words “Schedule A” and inserting the words “*Fees and Charges Bylaw*” in their place;
- f. in section 8.2, striking out the words “as set out in Schedule A” and inserting a period after “fee.”;
- g. in section 10.3, striking out the words “as set out in Schedule A” and inserting a period after the word “fee.”;

- h. in section 10.4, striking out the words “as set out in Schedule A” and inserting a period after the word “fee.”;
- i. in section 10.5, striking out the words “as set out in Schedule A” and inserting a period after the word “fee.”;
- j. in section 10.6, striking out the words “as per Schedule A.”;
- k. in section 107, striking out the words “as set out in Schedule A” and inserting a period after the word “fee.”;
- l. inserting the following as section 10.9:

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*;

- m. in section 12.2, striking out the words “as set out in Schedule A” and inserting a period after the word “Fee.”;
- n. in section 21.5 (a) striking out the words “Schedule C” and inserting the words “Schedule B.” in their place; and
- o. striking out section 27.3 and inserting the following in its place:

Schedules A and B are attached to and form part of this bylaw and are enforceable in the same manner as this bylaw.

5.5. **Cross Connection Control Bylaw No. 844, 2018** is amended by:

- a. in part 2, Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

- b. inserting the following section 9.3:

9.3 An application for a *Hydrant or Temporary Water Use Permit* shall

9.3.1 be made in a form approved by the Manager of Operations; and

9.3.2 be accompanied by payment of all applicable fees and deposits.; and

- c. inserting the following section 9.4:

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.6. **Development Procedures Bylaw No. 887, 2020**, is amended by

- b. deleting Schedule A;
- c. in paragraph 3.3 (d), striking out the words “Schedule A” and inserting the words “*Fees and Charges Bylaw*” in their place;
- d. in section 3.6, striking out the words “as prescribed in Schedule A” and inserting a period after “Applicant.”;
- e. in section 4.3,
  - i. in the first sentence, striking out the words “Schedule A”; and
  - ii. in the third sentence, striking out the words “as set out in Schedule A.”;
- f. in section 4.7, striking out the words “as shown in Schedule A.”;
- g. in section 4.9, striking out the words “Schedule A” and inserting the words “*Fees and Charges Bylaw*” in place; and
- h. inserting the following as section 4.12:

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.7. **False Alarm Bylaw No. 556, 2005** is amended by

- a. in part 1, Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.
- b. replacing section 7 with the following:

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.8. **Filming Bylaw No. 818, 2017** is amended by:

- a. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.
- b. in paragraph 3(i), striking out the words “as set out in Schedule A” and inserting a period after the word “use.”; and



- c. inserting the following as paragraph 3(ii):

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.9. **Fire Prevention Bylaw No. 744, 2013** is amended by:

- a. deleting Schedule B;
- b. in section 4.1, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021

- c. striking out section 13.1 and inserting the following in its place:

Schedule A is attached to and forms part of this bylaw and is enforceable in the same manner as this bylaw; and

- d. inserting the following as section 14.3

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.10. **Fire Prevention (Construction Bans) Amendment Bylaw No. 794, 2015** is amended by:

- a. Inserting the following under Exemptions, Schedule A, Interface Construction and Maintenance Regulations:

A person applying for an exemption to the Interface Construction and Maintenance Regulations must pay the applicable fees for all required site-specific inspections, as set out in Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

5.11. **Freedom of Information Bylaw No. 709, 2012** is amended by:

- a. deleting Schedule A;
- b. in section 2(2), inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

- c. in section 3(2), striking out the words “Administrative Assistant” and inserting the words “Legislative Assistant” in their place; and
- d. striking out section 5 and inserting the following in its place:

An applicant making a request shall pay to the Village of Pemberton the applicable fees set out in *Fees and Charges Bylaw*.

5.12. **Grow Operation, Nuisance, Noxious or Offensive Trades, Health and Safety Bylaw No. 546, 2005** is amended by:

- a. deleting Schedule A;
- b. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:  
  
*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.
- c. in section 4(8), striking out the words “imposed by Schedule A” and inserting in their place the words “as set out in *Fees and Charges Bylaw* No. 905, 2021.”;
- d. in section 23(1), striking out the words “the administration and inspection fee stipulated in Schedule A” and inserting the words “an administration and inspection fee.” In their place;
- e. in section 23(2), striking out the words “stipulated in Schedule A”;
- f. striking out section 23(3) and inserting the following in its place:  
  
prior to a special safety inspection, the owner or occupier must pay the Village a fee for the special safety inspection;
- g. in section 23(4), striking out the words “stipulated in Schedule A” and inserting a period after the word “fee.”;
- h. in section 23(5), striking out the words “stipulated in Schedule A” and inserting a period after the word “fee”; and
- i. inserting the following as section 23(7):  
  
Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.13. **Outdoor Water Use Regulation Bylaw No. 792, 2015** is amended by:

- a. deleting Schedule A;
- b. renaming Schedule B to Schedule A;
- c. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 202, as amended or replaced from time to time.

- d. inserting section 7.6 as follows:

Permit fees and charges shall be payable as set out in the *Fees and Charges Bylaw*; and

- e. striking out Part 10 and inserting the following in its place:

Schedule A is attached to and forms part of this bylaw and is enforceable in the same manner as this bylaw.

5.14. **Parks and Public Space Use Bylaw No. 797, 2016** is amended by:

- a. deleting Schedule A; and

- b. in part 2, Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 202, as amended or replaced from time to time.

- c. in section 3, striking out the list of parks and public spaces and replacing the colon after the word "Village" with a period;

- d. striking out section 21 and inserting the following in its place:

**21 Payment of Fees**

- a. If required by this bylaw, a person shall not use any court, green, ground, lawn, or facility without having first obtained a Park and Public Spaces Use Permit and having paid to the Village all applicable fees and charges.
- b. Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.15. **Public and Private Sewer Usage Regulation Bylaw No. 363, 1994** is amended by:

- a. deleting Schedule C;

- b. renaming Schedule D to Schedule C.

- c. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

- d. striking out section 3.2 and inserting the following in its place:

The owner or their agent shall apply for a permit required in section 3.1 and shall:

- a. include with the permit application any plans, specifications, or other information considered pertinent to the judgement of the Village or as required in Schedules A, B, or C;
  - b. identify the constituents of the proposed sewage discharge;
  - c. be responsible for the continued compliance with the required quality standards; and
  - d. pay the applicable permit fee as set out in *Fees and Charges Bylaw*, at the time of issuance of the building permit, where a building permit is required, and otherwise, prior to exposing the public sewer;
- e. in section 5.4, striking out the words “in Schedule C” and inserting in their place the words “in *Fees and Charges Bylaw*, shall be charged.”; and
  - f. striking out Part 9 and inserting the following in its place:

Schedules A, B, and C attached hereto shall be and form part of this Bylaw.

5.16. **Sign Bylaw No. 380, 1995** is amended by:

- a. in Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:  
  
*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended from time to time.
- b. in paragraph 7.2.4, striking out the words “deposit \$200 cash with” and inserting in their place “pay a security deposit to”;
- c. in section 10.1, striking out the words “as set forth in this part”; and
- d. striking out section 10.2 and paragraphs 10.2.1 through 10.2.4 and inserting the following in their place:

Permit fees and charges shall be payable as set out in the *Fees and Charges Bylaw*.

5.17. **Site Alteration Bylaw No. 822, 2017** is amended by:

- a. deleting Schedule A;
- b. striking out section 3.2;
- c. in section 4.1, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021

- d. in section 9.1, striking out the words “as set out in Schedule A” and inserting a period after the word “deposit.”;
- e. in section 9.2, striking out the words “as set out in Schedule A” and inserting a period after the word “required.”; and
- f. inserting section 9.3 as follows:  
  
Permit fees and charges shall be payable as set out in the *Fees and Charges Bylaw*.
- g. in section 11.6, striking out the words “as identified in Schedule A” and inserting a period after the word ‘surcharge’. And
- h. in section 13.2, striking out the words “as set out in Schedule A” and inserting a period after the word “fee”.

5.18. **Special Event Bylaw No. 750, 2014** is amended by:

- a. in part 2, Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:  
  
*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.
- b. striking out section 5(1) and inserting the following in its place:  
  
Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*;
- c. striking out section 5(2);
- d. striking out paragraph 8 (b) and inserting the following in its place:  
  
An application must be accompanied by a refundable security deposit in the form of a standby irrevocable letter of credit or cash as set out in *Fees and Charges Bylaw*;
- d. striking out paragraph 8 (c); and
- e. in paragraph 10 (c), replacing the reference to 9 (a) with reference to 10 (a).

5.19. **Water Regulation, Connection and Rates Bylaw No. 232, 1989** is amended by:

- a. deleting Schedules B (Bylaw No. 492, 2002); C (Bylaw No. 545, 2005); D (Bylaw No. 640, 2009); and E (Bylaw No. 496, 2002);
- b. under DEFINITIONS, inserting the following:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

*Manager of Operations* means the person appointed to this position by the Chief Administrative Officer and their designate.

- c. striking out section 1 under Application for Service and inserting in its place the following:

An owner seeking to establish water service to any lands or premises shall apply in writing on a form approved by the *Manager of Operations* and shall pay the applicable fees and deposits.

- d. in section 3 under Application for Service, striking out the words “Schedule A” and inserting the words with “*Fees and Charges Bylaw.*” in their place;
- e. in section 1 under Connection and Installation, striking out the words “Schedule A” and inserting the words “*Fees and Charges Bylaw.*” in their place;
- f. in section 2 under Connection and Installation, striking out the words “as stated in Schedule A” and inserting the words “*Fees and Charges Bylaw.*” in their place;
- g. in section 6 of Connection and Installation, inserting a period after the word “fee” and striking out the following words “as set out in Schedule A.”;
- h. in section 2 under Discontinuance, striking out the words “as set out in Schedule A.”;
- i. in section 4 under Discontinuance, striking out the words “Schedule A” and inserting the words “*Fees and Charges Bylaw.*” in their place;
- j. striking out the heading SPRINKLING and sections 1 and 2 under it;
- k. in section 1 under General Provisions, striking out the words “as per Schedule A.”; and
- l. inserting a new section 13 under General Provisions as follows:

Fees and charges for services other than water rates that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw.*

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**READ A FIRST TIME** this 13<sup>th</sup> day of July, 2021.

**READ A SECOND TIME** this 13<sup>th</sup> day of July, 2021.

**READ A THIRD TIME** this 13<sup>th</sup> day of July, 2021.

**ADOPTED** this 27<sup>TH</sup> day of July, 2021.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer

**SCHEDULE A – ADMINISTRATIVE FEES**

There is no charge for accessing documents online if available.

Administrative fees and charges shall be as follows:

<b>DESCRIPTION</b>	<b>FEE</b>
FINANCIAL STATEMENTS	\$25.00
NSF CHEQUE	\$25.00*
ADMINISTRATIVE FEE FOR TAX REFUNDS (FOR BANKS; UP TO 5 CORRECTIONS)	\$50.00 *
TITLE SEARCH	\$20.00
TAX CERTIFICATES	\$25.00
<b>SERVICE CHARGES</b>	
INTEREST CHARGE ON OVERDUE ACCOUNTS, PER MONTH	2%*
ADMINISTRATIVE FEE	10%*
POSTAGE & HANDLING	COSTS + Administrative Fee*
<b>COPYING, SCANNING, &amp; PRINTING</b>	
<b>BLACK &amp; WHITE, PER PAGE</b>	
8 1/2 x 11 or 11 x 14, SINGLE-SIDED	\$0.30
8 1/2 x 11 or 11 x 14, DOUBLE-SIDED	\$0.45
11 X 17, SINGLE-SIDED	\$1.00
11 X 17, DOUBLE-SIDED	\$1.50
<b>COLOUR, PER PAGE</b>	
8 1/2 x 11 or 11 x 14, SINGLE-SIDED	\$1.00
8 1/2 x 11 or 11 x 14, DOUBLE-SIDED	\$1.50
11 X 17, SINGLE-SIDED	\$1.50
11 X 17, DOUBLE-SIDED	\$2.25
SCANNED ELECTRONIC COPY OF PAPER RECORD, PER PAGE	\$0.18
STAFF TIME FOR OBTAINING, COPYING, SCANNING OR PRINTING DOCUMENTS, PER HOUR, AFTER FIRST QUARTER HOUR	\$30.00
<b>LAMINATING PER PAGE</b>	
8 1/2 X 11"	\$2.50
11 X 14"	\$3.50
11 X 17"	\$4.50
SIGNATURE WITNESS	\$30.00



<b>INFORMATION SEARCH**</b>	
COMFORT LETTERS	
PER HOUR	\$100.00
MINIMUM FEE	\$25.00
TAX INFORMATION INVOLVING RESEARCH OF TAX RECORDS OTHER THAN CURRENT OF PREVIOUS YEAR	
BETWEEN 15 MINUTES AND 1 HOUR	\$75.00
EACH ADDITIONAL HOUR OR PORTION THEREOF	\$100.00
OTHER FINANCIAL INFORMATION	
BETWEEN 15 MINUTES AND 1 HOUR:	\$75.00
EACH ADDITIONAL HOUR OR PORTION THEREOF	\$100.00
SEARCH OF VILLAGE RECORDS FOR THE PURPOSES OF INSURANCE CLAIMS OR COURT CASES	
BETWEEN 15 MINUTES AND 1 HOUR:	\$75.00
EACH ADDITIONAL HOUR OR PORTION THEREOF	\$100.00
RESEARCH FOR PURPOSES NOT LISTED	
BETWEEN 15 MINUTES AND 1 HOUR:	\$75.00
EACH ADDITIONAL HOUR OR PORTION THEREOF	\$100.00
DEPOSIT IF FEE WILL EXCEED \$5,000.00	50%
<b>GIS / IS AND DIGITAL DATA SERVICES</b>	
DIGITAL ORTHOPHOTO, DIGITAL ELEVATION MODELS (DEM) AND CONTOURS	
PER HOUR (MINIMUM FEE \$60.00)	\$100.00
PER DVD	\$10.00
CADASTRAL AND OTHER VILLAGE OWNED DIGITAL PROPERTY INFORMATION	
NON-REFUNDABLE PROCESSING FEE	\$25.00
PER KBYTE	\$100.00
CUSTOM MAP CREATION	
PER HOUR	\$100.00
PER MAP	\$15.00
GIS ANALYSIS AND DIGITAL COPY	
PER HOUR	\$100.00
PER KBYTE	\$100.00
GIS / IS CONSULTING WORK, PER HOUR	\$100.00

\*GST does not apply

\*\*The applicant will be provided an estimate of fees if research time will exceed 15 minutes.

**SCHEDULE B – AIRPORT**

The following tie down fees apply:

<b>DURATION</b>	<b>FEE, AIRCRAFT &lt; 2,000 KG</b>	<b>FEE, AIRCRAFT 2,000 TO 5,000 KG</b>
DAILY	\$ 10.00	\$ 15.00
OVERNIGHT	\$ 15.00	\$ 20.00
MONTHLY	\$ 80.00	\$ 90.00
ANNUAL	\$280.00	\$340.00

The following landing fees apply for commercial use only:

<b>MONTHLY FEE</b>	
1-10 LANDINGS PER MONTH	\$25.00
11-30 LANDINGS PER MONTH	\$22.00
30+ LANDINGS PER MONTH	\$20.00
<b>OR ANNUAL FEE</b>	
AIRCRAFT < 2000 KG	\$600.00
AIRCRAFT ≥ 2000 KG	\$1,000.00

**Airport Lease Application (Amended Bylaw 942, 2023)**

<b>BYLAW SECTION</b>		
5 iv	Application Deposit	\$6,500

**SCHEDULE C – ANIMAL LICENCE AND IMPOUND**

The following fees apply to dog licensing:

<b>LICENCE TYPE</b>	<b>LICENCE FEE, ANNUAL OR RENEWAL</b>	<b>RENEWAL OF DOG LICENCE AFTER JANUARY 31st</b>
UNNEUTERED MALE	\$65.00	\$85.00
UNSPAYED FEMALE	\$65.00	\$85.00
NEUTERED MALE	\$25.00	\$40.00
SPAYED FEMALE	\$25.00	\$40.00
UNDER 3 MONTHS	\$15.00	NA
DANGEROUS DOG	\$100.00	\$100.00
REPLACEMENT TAG	\$10.00	NA
KENNEL LICENCE, ONE TIME FEE		\$100

The following fees apply to the impounding of domestic animals:

<b>IMPOUNDMENT</b>	<b>FEE</b>
FIRST, UNLICENSED DOG	\$75.00
FIRST, LICENSED DOG	\$30.00
SECOND	\$100.00
THIRD	\$150.00
FOURTH AND SUBSEQUENT	\$300.00
<b>DOG CARE &amp; HOUSING</b>	
MAINTENANCE FEE, PER DAY	\$25.00

The following fees apply to backyard hen keeping:

<b>DESCRIPTION</b>	<b>FEE</b>
NON-REFUNDABLE PERMIT FEE	\$25.00
SUBSEQUENT INSPECTION FEE, PER INSPECTION	\$25.00

**SCHEDULE D – BLASTING** (Amendment Bylaw No. 938, 2022)

The following fees apply to blasting permits:

<b>PERMIT OR SERVICE</b>	<b>PERMIT FEE</b>
BLASTING PERMIT, SINGLE FAMILY RESIDENTIAL LOT, FOR THE CREATION OF A DRIVEWAY OR FOUNDATION ONLY	\$150.00
ALL OTHER BLASTING PERMITS	\$250.00
PERMIT RENEWAL	\$100.00

**SCHEDULE F – BUSINESS LICENCE** (Amendment Bylaw No. 935, 2022)

1. The following fees and charges apply to business licences and services:

<b>FEE DESCRIPTION</b>	<b>AS OF JANUARY 1, 2022</b>	<b>AS OF JANUARY 1, 2023</b>
<b>INSPECTION OF PREMISES</b>		
ADDITIONAL INSPECTION, FIRE CHIEF	\$100.00	\$100.00
ADDITIONAL INSPECTION, BUILDING OFFICIAL	\$100.00	\$100.00
<b>TRANSFER OR CHANGE AT THE REQUEST OF THE BUSINESS</b>		
TRANSFER OR CHANGE FEE	\$25.00	\$25.00
<b>BUSINESS LICENCE FEES</b>		
ADMINISTRATION FEE (APPLICATION WITHDRAWN OR REFUSED)	\$25.00	\$25.00
INSPECTION FEE (APPLICATION WITHDRAWN OR REFUSED)	\$100.00	\$100.00
BUSINESS LICENCE FEE, RESIDENT AND NON-RESIDENT	\$150.00	\$150.00
<b>BUSINESS SPECIFIC FEES</b>		
CANNABIS PRODUCTION FACILITY, STANDARD	\$2,500.00	\$150.00
CANNABIS PRODUCTION FACILITY, MICRO	\$1,250.00	\$150.00
CANNABIS RETAIL STORE	\$2,500.00	\$150.00
COMMUNITY EVENT	\$75.00	\$75.00
FARMERS' MARKET	\$300.00	\$300.00
HOME OCCUPATION	\$150.00	\$150.00
MOBILE COMMERCIAL VENDOR OR MOBILE FOOD VENDOR	\$300.00	\$300.00
SHORT-TERM VACATION RENTAL	\$300.00	\$300.00
SPECIAL EVENT	\$100.00	\$100.00
TRADE CONTRACTOR	\$150.00	\$150.00
SPECIAL EVENT VENDOR	\$50.00	\$50.00
VENDING MACHINE	\$150.00	\$150.00
<b>FEE REDUCTION FOR APPLICATIONS RECEIVED BETWEEN OCTOBER 1<sup>ST</sup> AND DECEMBER 31<sup>ST</sup></b>		
ALL BUSINESSES	-50%	-50%
<b>NON-REFUNDABLE APPLICATION PROCESSING FEE</b>		
CANNABIS RETAIL STORE	\$1000.00 + COSTS	\$1,000.00 + COSTS
CANNABIS PRODUCTION FACILITY	\$1,000.00	\$1,000.00
<b>AUXILIARY BUSINESS</b>		
FEE FOR BUSINESS THAT IS AUXILIARY TO AN EXISTING BUSINESS	\$50.00	\$50.00
<b>BUSINESS LICENCE LATE PAYMENT FEE</b>		
ALL BUSINESSES	+25%	+25%

**SCHEDULE G - DEVELOPMENT PROCEDURES** (Amendment Bylaw No. 923, 2022)

1. The following fees, charges, and deposits apply to development permits and services:

Application Type	Non-Refundable Application Fee		Public Notification Fee	Water and Sanitary Servicing Model Analysis Deposit
<i>Official Community Plan &amp; Zoning Bylaw Amendment</i>	\$1200.00	<b>Residential</b> + <b>\$250.00</b> for each additional lot or dwelling unit in excess of the first ten (10) lots or dwelling units proposed	<b>All Other Uses</b> + <b>\$250.00</b> for each additional 100 m2 of floor area in excess of the first 1000.00 m2	Water: <b>\$3000.00</b> Sanitary: <b>\$3000.00</b>  *additional expenses may be required depending on the complexity of the required analysis
<i>Official Community Plan Bylaw Amendment</i>	\$900.00			
<i>Zoning Bylaw Amendment</i>	\$900.00			
Major Development Permit for Form and Character	\$900.00			
Minor/Major Development Permit for Environmental Protection	\$600.00			
Minor Development Permit for Land Constraints	\$400.00			
Minor Development Permit for Enhancement of Agriculture	\$400.00			
Major Development Permit Renewal	\$200.00			
Minor Development Permit	\$360.00			
Minor Development Permit Renewal	\$200.00			
Development Variance	\$450.00			
Temporary Use Permit	\$500.00		<b>\$500.00</b>	
<i>Subdivision</i>	\$500.00	+ <b>\$150.00</b> for each additional lot created		
Bare Land Strata	\$500.00			
Strata Title Conversion	\$500.00			
Tentative Approval Letter Extension	\$200.00			
Discharge of a Covenant	\$200.00			
<b>Cost Recovery</b>	<b>Staff and Contractor Time Expenses</b>		<b>Admin Fee</b>	<b>Total</b>
Applies to all applications.	The cost of additional time spent processing applications above the application fee deposit will be recovered based on actual costs for <i>Village</i> of Pemberton staff and contractor time.		10% administration fee is added to the Cost Recovery Fee based on staff and contractor expenses.	Staff & Contractor Expenses at cost + 10% Admin Fee = Total Cost Recovery Fee

2 (1) Council may by resolution, waive, reduce, or refund any Schedule G fees and charges when the applicant seeks approval for:

- (a) not-for-profit or affordable rental housing, including supportive living housing;

- (b) not-for-profit or affordable equity/fee simple housing, provided that the affordability is maintained over time;
- (c) for-profit affordable rental housing; or
- (d) development for use by a not-for-profit society, provided that the use by the not-for-profit society is maintained over time.

2 (2) Council may, by resolution, establish the conditions or requirements that must be met to obtain a waiver, reduction, or refund of fees.

## SCHEDULE H – FALSE ALARM

The following fees and charges apply to false alarms services:

<b>DESCRIPTION</b>	<b>FEE</b>
FALSE ALARMS	
SECOND FALSE ALARM	\$50.00
THIRD FALSE ALARM	\$75.00
FOURTH AND SUBSEQUENT FALSE ALARMS, EACH	\$100.00
INSPECTIONS	
SECOND AND SUBSEQUENT REINSPECTIONS, EACH	\$75.00



**SCHEDULE I – FILMING**

1. The following fees, charges and deposits apply to filming permits and services:

<b>DESCRIPTION</b>	<b>FEES*</b>
<b>DAILY FILMING FEE</b>	
STUDENT	\$50.00
ALL OTHER APPLICANTS	\$300.00
<b>APPLICATION FEE (NON-REFUNDABLE)</b>	
STUDENT	\$75.00
ALL OTHER APPLICANTS	\$125.00
AMENDMENT TO FILM PERMIT APPLICATION OR AGREEMENT, PER AMENDMENT	\$25.00
<b>ADDITIONAL FEES FOR FILMING ON VILLAGE PROPERTY</b>	
HIGHWAYS AND PARKING LOTS	Refer to Parks & Public Spaces Bylaw No. 797, 2015, as amended or replaced from time to time
LAND AND BUILDINGS	Rates to be negotiated
<b>OTHER FEES &amp; CHARGES</b>	
VILLAGE LIAISON**	Hourly recovery of wages and benefits and machine time as applicable
SECURITY DEPOSIT	Refer to Filming Policy
FILMING WITHOUT A PERMIT	\$250.00
* GST applies to all fees except for permit application fees.	
**Village Liaisons include Village Staff and contractors who provide oversight for filming, environment, transportation, operations, and airport use, and includes Public Works Crew and the Fire Department. The Village may require that a liaison be on site for the duration of filming.	

**SCHEDULE J - FIRE PREVENTION**

1. The following fees and charges apply to fire prevention inspections and services:

<b>DESCRIPTION</b>	<b>FEE</b>
FILE SEARCH FOR FIRE CODE VIOLATIONS	
UP TO AND INCLUDING SIX INDIVIDUAL UNITS ON ONE PARENT PROPERTY	\$50.00
MORE THAN SIX INDIVIDUAL UNITS ON ONE PARENT PROPERTY, PER UNIT	\$25.00
INSPECTION FOR FILE SEARCH OR COMFORT LETTER	
UP TO AND INCLUDING SIX INDIVIDUAL UNITS ON ONE PARENT PROPERTY	\$50.00
MORE THAN SIX INDIVIDUAL UNITS ON ONE PARENT PROPERTY, PER UNIT	\$25.00
INSPECTIONS	
SECOND AND SUBSEQUENT REINSPECTIONS, EACH	\$75.00
SITE-SPECIFIC INSPECTION FOR EXEMPTION TO INTERFACE CONSTRUCTION AND MAINTENANCE REGULATIONS, PER INSPECTION	\$150.00

**SCHEDULE K – FREEDOM OF INFORMATION REQUESTS**

1. The following fees and charges apply to freedom of information requests from applicants other than commercial applicants:

<b>FREEDOM OF INFORMATION REQUEST</b>	<b>FEE</b>
LOCATING AND RETRIEVING A RECORD	\$7.50 PER ¼ HOUR AFTER THE FIRST 3 HOURS
PRODUCING A RECORD MANUALLY	\$7.50 PER ¼ HOUR
PRODUCING A RECORD FROM A MACHINE-READABLE RECORD FROM A SERVER OR COMPUTER	\$7.50 PER ¼ HOUR FOR DEVELOPING A COMPUTER PROGRAM TO PRODUCE THE RECORD.
PREPARING A RECORD FOR DISCLOSURE AND HANDLING A RECORD	\$7.50 PER ¼ HOUR
SHIPPING	ACTUAL COSTS OF SHIPPING METHOD CHOSEN BY APPLICANT
<b>COPYING RECORDS</b>	
FLOPPY DISKS	\$2.00 PER DISK
CD'S AND DVD'S, RECORDABLE OR REWRITABLE	\$4.00 PER DISK
COMPUTER TAPES	\$40.00 PER TAPE UP TO 2400 FEET
MICROFICHE	\$3.00 PER FICHE
MICROFILM DUPLICATION	\$25.00 PER ROLL FOR 16 MM MICROFILM, \$40.00 PER ROLL FOR 35 MM MICROFILM
MICROFICHE OR MICROFILM TO PAPER DUPLICATION	\$0.50 PER ROLL PAGE (8.5" X 11")
PHOTOGRAPHS (COLOUR OR BLACK AND WHITE)	\$5.00 TO PRODUCE A NEGATIVE \$12.00 EACH FOR 16"X20" \$9.00 EACH FOR 11"X14" \$4.00 EACH FOR 8"X10" \$3.00 EACH FOR 5"X7"
PHOTOGRAPHIC PRINT OF TEXTUAL, GRAPHIC OR CARTOGRAPHIC RECORD (8"X10" BLACK AND WHITE)	\$12.50 EACH (8"X10")
DOT MATRIX, INK JET, LASER PRINT OR PHOTOCOPY, BLACK AND WHITE	\$0.25 PER PAGE (8.5" X 11", 8.5" X 14" OR 11" X 17")
DOT MATRIX, INK JET, LASER PRINT OR PHOTOCOPY, COLOUR	\$1.65 PER PAGE (8.5" X 11", 8.5" X 14" OR 11" X 17")
PHOTOMECHANICAL REPRODUCTION OF 105 MM CARTOGRAPHIC RECORD/PLAN	\$3.00 EACH
SLIDE DUPLICATION	\$0.95 EACH

AUDIO CASSETTE TAPE (90 MINUTES OR FEWER) DUPLICATION	\$5.00 PER CASSETTE PLUS \$7.00 PER ¼ HOUR OF RECORDING
VIDEO CASSETTE RECORDER (VHS) TAPE (120 MINUTES OR FEWER) DUPLICATION	\$5.00 PER CASSETTE PLUS \$7.00 PER ¼ HOUR OF RECORDING.

For commercial applicants, for each service listed above, the cost will be the actual cost of providing that service.

## SCHEDULE L – GROW OPERATION

1. The following fees and charges apply to grow operation permits, inspections, and services:

<b>DESCRIPTION</b>	<b>FEE</b>
ADMINISTRATION AND INSPECTION	\$200.00
SUBSEQUENT OR FOLLOW-UP INSPECTION	\$200.00
OCCUPANCY INSPECTION	\$150.00
INSPECTION BY ARCHITECT OR PROFESSIONAL ENGINEER ENGAGED BY THE VILLAGE	COST RECOVERY
SPECIAL SAFETY INSPECTION	\$400.00
EACH INSPECTION PRIOR TO ISSUANCE OF RE-OCCUPANCY PERMIT	\$200.00
RE-OCCUPANCY PERMIT	\$250.00

**SCHEDULE M - PARKS AND PUBLIC SPACE USE**  
**(Amendment Bylaw No. 942, 2023)**

1. The following fees, charges, and security deposits apply to park and public space use permits and services:

LOCATION	USER	PERMIT FEE/SEASON (six months)	VENUE USE/ RENTAL FEE*	SECURITY DEPOSIT**
DOWNTOWN BARN	NON-PROFIT, SINGLE EVENT	\$30	\$100	\$300
	NON-PROFIT, SEASONAL (SIX MONTHS)		\$300	
	NON-PROFIT, ANNUAL, JANUARY 1 – DECEMBER 31		\$600	
	COMMERCIAL & CORPORATE	\$75	\$500	\$1,000
	COMMERCIAL FILM & PHOTOGRAPHY		\$1,000	
VILLAGE STREETS & PARKING LOTS***	NON-PROFIT	\$30	NA	\$300
	COMMERCIAL AND CORPORATE EVENTS	\$75	\$200 PER BLOCK	\$1,000
OTHER PARKS & PUBLIC SPACES	***** NON-PROFIT, GOV'T, or COMMUNITY GROUP	\$30	Youth – \$4.75/hr Adult – \$7.10/hr	\$300
	***** LOCAL RESIDENT	\$30	Youth – \$5.55/hr Adult – \$8.35/hr	\$300
	**** COMMERCIAL AND CORPORATE EVENTS	\$75	Youth – \$16.65/hr Adult – \$25.45/hr	\$1000

Refunds of the permit and rental fees will be permitted for cancellations up to fourteen (14) days prior to booking date with written notification.

Fees will not be refunded for events cancelled less than 14 days prior to the event or due solely to inclement weather conditions.

\*GST applies to venue rental fees.

\*\* Security deposits will be refunded by cheque within one month, less repair or cleaning costs.

\*\*\* A temporary street use permit is required if an event will temporarily obstruct all or a portion of any lane of traffic, parking lane, alley, sidewalk, or boulevard.

\*\*\*\* effective immediately

\*\*\*\*\*to be effective January 1, 2024

**SCHEDULE N – PUBLIC AND PRIVATE SEWER USAGE CONNECTION** (Amendment Bylaw No. 923, 2022)

1. The following fees, charges, and deposits apply to public and private sewer connection permits, inspections, and services:

DESCRIPTION	FEE
<b>SINGLE OCCUPANCY</b>	
CONNECTION AT PROPERTY LINE	\$500
<b>MULTIPLE OCCUPANCY</b>	
PER UNIT, CONNECTION AT PROPERTY LINE	\$200
MINIMUM FEE	\$500
<b>INSPECTION</b>	
INSPECTION OF HOLDING TANK CONSTRUCTION	\$250
<b>IF INSTALLATION OF SERVICE PIPE FROM SANITARY SERVICE MAIN TO LOT BOUNDARY IS REQUIRED</b>	
CONNECTION	ACTUAL COST** PLUS \$250
DEPOSIT	200% OF ESTIMATED COST OF INSTALLATION
**COST TO INCLUDE ENGINEERED DESIGN AND SUPERVISION IF APPLICABLE	
NOTE: THE ABOVE FEES WILL BE WAIVED IF THE CONNECTION AND THE SEWER MAIN ARE LOCATED ON THE PROPERTY WITHIN A STATUTORY RIGHT-OF-WAY OR IF THE SEWER WAS INSTALLED AT THE DEVELOPER'S COST PRIOR TO THE DATE OF ADOPTION OF BYLAW NO. 363, 1994.	

2 (1) Council may by resolution, waive, reduce, or refund any of the above Schedule N fees and charges when the applicant seeks approval for:

- (a) not-for-profit or affordable rental housing, including supportive living housing;
- (b) not-for-profit or affordable equity/fee simple housing, provided that the affordability is maintained over time;
- (c) for-profit affordable rental housing; or
- (d) development for use by a not-for-profit society, provided the use by the not-for-profit society is maintained over time.

2(2) Council may, by resolution, establish the conditions or requirements that must be met to obtain a waiver, reduction, or refund of fees.

**SCHEDULE O - SIGN PERMIT**

1. The following fees apply to sign permits, inspections. and services:

<b>DESCRIPTION</b>	<b>FEE</b>
PERMANENT PERMITTED SIGN, PERMIT FEE	\$40.00
ADDITIONAL FEES FOR SPECIFIC SIGNS:	
(a) SIGN INVOLVING STRUTURAL DESIGN, INSPECTION AND PROCESSING FEE	\$40.00
(b) FRONT-LIT OR REAR-LIT SIGN, PROCESSING FEE	\$40.00
(c) SIGN ENCROACHING OVER A STREET, INSPECTION AND PROCESSING FEE	\$40.00
(d) SIGN THAT HAS BEEN INSTALLED OR ERECTED PRIOR TO ISSUANCE OF A REQUIRED PERMIT, INSPECTION AND PROCESSING FEE	\$100.00
CHANGE THE FACE OF EXISTING CONFORMING SIGN, PROCESSING FEE	\$30.00
PRIVATE TRAFFIC CONTROL SIGN, PERMIT FEE	\$30.00
ELECTION OR SPECIAL EVENT SIGN, PERMIT FEE	\$30.00
ELECTION OR SPECIAL EVENT SIGN, DEPOSIT	\$200.00



**SCHEDULE P – SITE ALTERATION**

1. The following fees, charges, and deposits apply to site alteration permits and services:

<b>PERMIT OR SERVICE</b>	<b>PERMIT FEE</b>	<b>DEPOSIT</b>	<b>SURCHARGE, UNPERMITTED WORK</b>
<b>SITE ALTERATION PERMIT</b>			
MORE THAN 50 m <sup>3</sup> AND UP TO 100 m <sup>3</sup> OF SOIL, TREES OR OTHER MATERIAL IN ANY CALENDAR YEAR	\$100.00	\$1,000.00*	\$1,000.00
MORE THAN 100 m <sup>3</sup> AND UP TO ≤ 1000 m <sup>3</sup> OF SOIL, TREES OR OTHER MATERIAL IN ANY CALENDAR YEAR	\$250.00	\$2,500.00*	\$2,500.00
MORE THAN 1,000 m <sup>3</sup> OF SOIL, TREES OR OTHER MATERIAL IN ANY CALENDAR YEAR.	\$500.00	\$5,000.00*	\$5,000.00
<b>PERMIT RENEWAL</b>	\$50.00	NA	NA
*The refundable deposit shall be security for the completion of all requirements established in the Site Alteration Permit and may be used at any time by the Village to secure the completion of any requirement or undertake remediation works as required.			

**SCHEDULE Q – SPECIAL EVENT (Amendment Bylaw No. 980, 2025)**

1. The following fees, charges, and deposits apply to special event permits, applications, and services.

DESCRIPTION	FEE
Application base fee	\$300.00
Additional fee for every thousand participants or any part thereof between one thousand (1,000) and four thousand nine hundred ninety-nine (4,999) participants	\$100.00
Additional fee for every thousand participants or any part thereof between five thousand (5,000) participants and nine thousand nine hundred ninety-nine (9,999) participants	\$200.00
Additional fee for every thousand participants or any part thereof over ten thousand (10,000) participants	\$300.00
Security deposit, minimum*	\$10,000.00
Additional fee if value of staff resources used exceeds the fees collected**	COSTS
Additional fee for applications received between seven and thirteen days after the application deadline	10% of application fee
Additional fee for applications received between fourteen and twenty days after the application deadline	20% of application fee
Additional fee for applications received between twenty-one and thirty days after the application deadline	30% of application fee
Additional fee for applications received thirty-one days or more after the application deadline	40% of application fee
* The chief administrative officer or their designate may set a higher or lower amount for the security deposit if they believe that the scope, scale, and nature of the proposed special event creates an increased or decreased risk of damage to land and property.	
** the owner of private lands used for the special event and the applicant named on the permit shall be responsible for paying that amount to the Village within thirty (30) days of an invoice being delivered from the Village.	

**SCHEDULE R – WATER SERVICE CONNECTIONS AND OUTDOOR WATER USE**

**(Amendment Bylaw No. 923, 2022)**

1. The following fees, charges, and deposits apply to water connections and water use, inspections, and services:

DESCRIPTION	FEE
<b>PROPERTIES INSIDE VILLAGE BOUNDARIES EXCLUDING INDUSTRIAL PARK</b>	
CONNECTION FEE, RESIDENTIAL SINGLE OCCUPANCY	GREATER OF \$500.00 OR COST PLUS 15%
CONNECTION FEE, RESIDENTIAL MULTIPLE OCCUPANCY	GREATER OF \$200 PER UNIT OR COST PLUS 15%; MINIMUM FEE \$500
CONNECTION FEE, COMMERCIAL/INDUSTRIAL	
¾" SERVICE	GREATER OF \$500 OR COST PLUS 15%
1" – 4" SERVICE	GREATER OF \$2,500 OR COST PLUS 15%
GREATER THAN 4" SERVICE	GREATER OF \$4000.00 OR COST PLUS 15%
ADDITIONAL FEES IF WATER LINE MUST BE EXTENDED FROM MAIN LINE TO PROPERTY LINE, IF PAVEMENT, TUNNEL, SIDEWALK OR BOULEVARD TO BE CUT, OR IF WINTER OR INCLEMENT WEATHER AFFECTS THE WORK	ESTIMATE OF ADDED COST OF ALL PARTS, LABOUR, AND MATERIALS, PAID IN ADVANCE*
DISCONNECTION FEE (MINIMUM 48 HOURS NOTICE REQUIRED)	\$100.00
RECONNECTION FEE (WATER CONNECTION APPLICATION REQUIRED)	\$100.00
<b>PROPERTIES IN THE INDUSTRIAL PARK**</b>	
CONNECTION FEE, RESIDENTIAL SINGLE OCCUPANCY	GREATER OF \$500.00 OR COST PLUS 15%
CONNECTION FEE, RESIDENTIAL MULTIPLE OCCUPANCY	GREATER OF \$200 PER UNIT OR COST PLUS 15%; MINIMUM FEE \$500
CONNECTION FEE, COMMERCIAL/INDUSTRIAL	
¾" SERVICE	GREATER OF \$500 OR COST PLUS 15%

1" – 4" SERVICE	GREATER OF \$2,500 OR COST PLUS 15%
GREATER THAN 4" AND UP TO 6" SERVICE	GREATER OF \$4000.00 OR COST PLUS 15%
ADDITIONAL FEES IF WATER LINE MUST BE EXTENDED FROM MAIN LINE TO PROPERTY LINE, IF PAVEMENT, TUNNEL, SIDEWALK OR BOULEVARD TO BE CUT, OR IF WINTER OR INCLEMENT WEATHER AFFECTS THE WORK	ESTIMATE OF ADDED COST OF ALL PARTS, LABOUR, AND MATERIALS, PAID IN ADVANCE*
DISCONNECTION FEE (48 HOURS NOTICE REQUIRED)	\$100.00
RECONNECTION FEE (WATER CONNECTION APPLICATION REQUIRED)	\$100.00

\*Any excess shall be refunded, and any shortfall shall be charged to the applicant.

\*\* Service is available for industrial, commercial, or residential use only; size of service to each property will be at the sole discretion of the Works Foreman. Connection fees are payable at the time of application.

**RESIDENTIAL PROPERTIES OUTSIDE VILLAGE BOUNDARIES ADJACENT TO MUNICIPAL INFRASTRUCTURE**

CONDITIONS OF SERVICE:

1. Service is available for domestic or residential use only;
2. The size of service to each property is restricted to one 1-inch (25mm) connection per residential dwelling;
3. *Residential dwelling* means a self-contained unit with a separate entrance and intended for year-round occupancy;
4. The property owner shall provide irrevocable consent and support for boundary extension to include the subject property provided through a covenant registered on title of the property that will allow for service to be terminated if consent is withheld;
5. The following works will be undertaken by the owner of the property requesting the connection and all associated costs shall be the responsibility of owner:
  - a. supply and installation of all parts, labour, and materials including but not limited to:
    - i. a radio-read, in-ground meter installed at the property line;
    - ii. curb stop; and
    - iii. degal box;
  - b. if applicable, additional costs for sidewalk and/or pavement repairs; and
  - c. all costs for upsizing the water line if required by the Village;
6. Connection fees are payable on application and include the cost of inspection and a lump sum payment roughly equivalent to the present value of the cost of currently amortized water system infrastructure as well as a prorated share of the estimated cost of infrastructure proposed to be constructed/installed in the next five years (2009 to 2013);
7. An 'as-built' drawing, satisfactory to the Works Manager, must be filed with the Village and a final inspection must be conducted and approved by the Works Manager before the connection can be backfilled and the water turned on.
8. Any connection that is backfilled without a Village inspection will have to be reopened at the cost of the owner for inspection;
9. Non-conforming connections, including unfinished remedial work, may be rectified by the Village at the cost of applicant;

10. The property owner will protect and save harmless the Village of Pemberton from all claims and damages caused by leaking water, the bursting of pipes or any other damages in relation to this agreement; and	
11. The Village reserves the right to inspect the property and/or residence for any unauthorized use of water and will provide 24 hours notice to the property owner in advance of any inspection.	
CONNECTION FEE	\$5,395
INSPECTION FEE	\$500
<b>TEMPORARY WATER CONNECTION (HYDRANT)</b>	
PERMIT	\$50.00
DAMAGE DEPOSIT	\$500.00
SURCHARGE FOR UNPERMITTED CONNECTION	\$200.00
WATER RATE, WEEKLY	SEE WATER REGULATION CONNECTION AND RATES BYLAW NO. 232, 1989
CROSS CONNECTION CONTROL DEVICE RENTAL. PER DAY	\$35.00
DAMAGE DEPOSIT	\$1,200.00
<b>OUTDOOR WATER USE</b>	
PERMIT	\$30.00

- 2 (1) Council may by resolution, waive, reduce, or refund any of the above Schedule R fees and charges when the applicant seeks approval for:
- (e) not-for-profit or affordable rental housing, including supportive living housing;
  - (f) not-for-profit or affordable equity/fee simple housing, provided that the affordability is maintained over time;
  - (g) for-profit affordable rental housing; or
  - (h) development for use by a not-for-profit society, provided the use by the not-for-profit society is maintained over time.
- 2 (2) Council may, by resolution, establish the conditions or requirements that must be met to obtain a waiver, reduction, or refund of fees.

**SCHEDULE S – BOARD OF VARIANCE** (Amendment Bylaw No. 908, 2021)

The following fees apply to applications to appeal to the Board of Variance:

<b>DESCRIPTION</b>	<b>FEE</b>
NON-REFUNDABLE APPLICATION FEE	\$400.00
EXPENSES EXCEEDING THE APPLICATION FEE	
STAFF TIME	COST RECOVERY
CONTRACTOR TIME	COST RECOVERY
ANY OTHER EXPENSES INCURRED BY THE VILLAGE	COST RECOVERY

**SCHEDULE T – BUILDING** (Amendment Bylaw No. 913, 2021) (Amendment Bylaw No. 923, 2022) (Amendment Bylaw No. 951, 2023)

1. The following fees, charges, and deposits apply to services that are or may be provided under Building Bylaw No. 912, 2021:

Fee Type	Fee	Unit
<b>Building Permit Fees</b>		
Building permit; pool permit; pond permit*	\$10.00	/ \$1,000 of cost of construction or fraction thereof up to \$100,000
	\$7.00	/ \$1,000 of cost of construction or fraction thereof in excess of \$100,000
	\$100	minimum fee per permit
Penalty if Work Without Permit or Stop Work notice issued prior to issuance of permit	\$1,000	permit
<b>Other Permit Fees</b>		
Excavation permit	\$250	building or structure
Foundation permit	\$250	building or structure
Demolition permit	\$160	building or structure
Relocation permit (plus cost of capping off Village services)	\$160	building or structure
Solid fuel burning appliance permit	\$75	appliance
Fire suppression system permit	\$3	sprinkler head
	\$75	minimum fee per system
Fire detection and alarm system permit	\$75	system
Plumbing permit	\$15	fixture
	\$90	minimum fee per permit
Masonry permit	\$75	flue
Right of Way Use Permit	\$75 per permit, with an additional \$35/week if the duration exceeds 60 days	permit

<b>Fee Type</b>	<b>Fee</b>	<b>Unit</b>
Hoarding Permit	\$8 per sq.m of land hoarded	Permit; security deposit
<b>Plan Processing Fee**</b>		
Standard building	\$300	permit
Complex building	25% of permit fee	permit
Farm building	\$150	permit
Tenant improvement or building permit if cost of construction of proposed work is less than \$30,000	\$75	permit
<b>INSPECTION FEES</b>		
Re-inspection and special inspection	\$100	inspection
<b>ADMINISTRATIVE AND MISCELLANEOUS FEES</b>		
Professional design fee reduction if all aspects of the building or structure are certified in compliance with the Building Code and final Schedule Cs for all disciplines are submitted prior to occupancy	-5% of permit fee to a maximum of \$500	permit
Preparation and registration of covenants and other legal documents	\$100 + costs + 10%	document
Building Regulation Notice Against Title (Land Title and Survey Authority) Notice application/removal and administrative and registration fees	Greater of \$500 or cost + 10%	notice
Review of proposed alternative solution, in-house	\$100 + applicable taxes	hour; minimum 1 hour
Review of proposed alternative solution by third party	\$100 + costs + 10%	review
Miscellaneous services not otherwise listed	\$100 + applicable taxes	hour; minimum ¼ hour
Provisional occupancy permit	\$150	permit
Transfer of a permit to another person	\$100	permit
Building permit extension	\$100	permit
Plan revision after submission of building permit application	\$100 + applicable taxes	hour; minimum ¼ hour
<b>SECURITY DEPOSITS</b>		
Security deposit for site services as-built drawings	\$1,000	building permit
Security deposit for foundation permit	\$1,000	permit
Security deposit for work proposed on lands within 10 metres of Village works, detached or duplex	\$2,500	permit
Security deposit for work proposed on lands within 10 metres of Village works, multi-family residential	\$1,000	unit
Security deposit for work proposed on lands within 10 metres of Village works, other than residential	\$5,000	permit



Fee Type	Fee	Unit
Repair to damaged Village works	Costs + 10% + applicable taxes	
Temporary Placement of a Trailer During Construction	\$150 fee with a \$2500 refundable security deposit	Permit; security deposit

\*See definition of *cost of construction*, Building Bylaw No. 912, 2021

\*\* Non-refundable fee due at time of application.

2 (1) Council may by resolution, waive, reduce, or refund any Schedule T fees and charges when the applicant seeks approval for:

- (e) not-for-profit or affordable rental housing, including supportive living housing;
- (f) not-for-profit or affordable equity/fee simple housing, provided that the affordability is maintained over time;
- (g) for-profit affordable rental housing; or
- (h) development for use by a not-for-profit society, provided that the use by the not-for-profit society is maintained over time.

2 (2) Council may, by resolution, establish the conditions or requirements that must be met to obtain a waiver, reduction, or refund of fees.

**SCHEDULE U – PARKING & TRAFFIC CONTROL (Amendment Bylaw No. 923, 2022)**

1. The following fees and charges apply to parking and traffic control:

<b>DESCRIPTION</b>	<b>FEE</b>
TOWING AND IMPOUNDMENT	ACTUAL COST
ADMINISTRATIVE FEE	\$25.00

**SCHEDULE V – STREET NAMING AND CIVIC ADDRESSING (Amendment Bylaw No. 923, 2022)**

1. The following fees and charges apply to street naming and civic addressing:

<b>DESCRIPTION</b>	<b>FEE</b>
STREET RENAMING APPLICATION FEE	\$150.00
CIVIC ADDRESS CHANGE APPLICATION FEE	\$150.00
PUBLIC INFORMATION SESSION	ACTUAL COST*
DESIGN, FABRICATION, AND INSTALLATION OF NEW STREET SIGNS	ACTUAL COST*

\*Actual cost includes materials, contract costs, staff wages and benefits, plus 10% administrative fee.