

**TOWN OF LAKE COWICHAN
BYLAW NO. 1047-2021**

**A BYLAW TO ESTABLISH FEES AND CHARGES FOR SERVICES
FOR THE TOWN OF LAKE COWICHAN**

WHEREAS the Council of the Town of Lake Cowichan is empowered to establish fees and charges for various services under Section 194 of the Community Charter;

AND WHEREAS Council deems the fees and charges useful and necessary to recover costs incurred in the provision of these services;

NOW THEREFORE the Council of the Town of Lake Cowichan in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as "Town of Lake Cowichan Fees and Charges for Services Bylaw No. 1047-2021".
2. Fees listed in Schedule "A" attached to and forming part of this bylaw shall apply for the use of the Lakeview Park Campground.

Notwithstanding the charges stipulated in the foregoing schedule, off-season rates and terms may be varied and approved by resolution of Council.
3. Fees listed in Schedule "B" attached to and forming part of this bylaw shall apply for the use of the Cowichan Lake Outdoor Education Centre.

Notwithstanding the charges stipulated in the foregoing schedule, group rates may be varied through contract negotiations approved by Council.
4. Fees listed in Schedule "C" attached to and forming part of this bylaw shall apply to other goods and services provided by the municipality on a demand basis.
5. Fees listed in Schedule "D" attached to and forming part of this bylaw shall apply to private use of parks and public spaces and permits and development fees.
6. Fees listed in Schedule "E" attached to and forming part of this bylaw shall apply to the Fire Department, Sign Fees, Tree Cutting Permit fees and Waste Rates.
7. The fees and charges contained in this bylaw shall become effective on passage of this bylaw.
8. That the fees and charges contained in Bylaw 1044-2020 being the "Town of Lake Cowichan Fees and Charges for Services Bylaw" and all amendments are hereby repealed.

READ A FIRST TIME on the _____ day of _____, 2021.

READ A SECOND TIME on the _____ day of _____, 2021.

READ A THIRD TIME on the _____ day of N_____, 2021.

RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the _____ day of _____, 2021.

Bob K. Day
Mayor

Joseph A. Fernandez
Corporate Officer



TOWN OF LAKE COWICHAN

Schedule "A"

(attached to and forming part of Bylaw No. 1047-2021)

Lakeview Park Campground:

The following rates, inclusive of applicable taxes, apply to all rentals of camp sites in Lakeview Park:

• In-season site fee per night *	\$ 34.00
• Off-season site fee per night **	24.00
• Tenting site fee per night	24.00
• Serviced site fee - water and electrical services	10.00
• Reservation software fee – Campground Bookings – maximum of	7.00
Call-in Reservations booking fee (non-refundable) – per camp site per night to a maximum of 3 nights.	11.00
***Cancellations made at least 10 days prior to reservation date shall receive a refund of the campsite fee, less \$22 per site per reservation.	22.00
Additional person(s) 19 years and over in camp site per night	13.00
Additional vehicle per night	16.00
Moorage per night	16.00
Firewood sales	10.00
Ice for resale	Cost plus 1.00
Campsite clean-up fee	100.00

* a Site will accommodate the following:

- One to four persons 19 years of age or older. Additional fees for adults apply as set above.
- A maximum of eight persons including children (18 years of age and younger).
- Vehicles per Camp Site:
One vehicle and trailer. Either one (but not both) may be an RV.

A second vehicle (non-RV) may be allowed for the additional nightly charge of \$16.00.
Additional Vehicle(s) and/or person(s) will be charged according to fees set above.

There will be NO exceptions to Camp Site size and vehicle numbers.

** Off-Season is from the end of the Labour Day long weekend in September, to prior to the May long weekend. Note: all long weekends will be charged the in-season rates.

*** Cancellations made less than 10 (ten) days prior to reservation date will receive no refund.



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Schedule "B"

(attached to and forming part of Bylaw No. 1047-2021)

Cowichan Lake Outdoor Education Centre

The following rates, exclusive of applicable taxes, apply to all rentals of space at the Cowichan Lake Outdoor Education Centre:

Adult	per person, double occupancy, inclusive of 3 meals and overnight accommodation, minimum group size 20 – (standard meal plan)	\$ 135.00
Adult	Per person, double occupancy, inclusive of 3 meals and overnight accommodation, minimum group size 20 – (specialized meal plan)	145.00
School	per student, inclusive of 3 meals and shared dormitory-style accommodation, inclusive of all on-site programs.	200.00
Youth / School	3 meals and shared overnight accommodation, no bedding provided	100.00
Exclusive Day Use	per day, meals not included	1,500.00
	Other programming charges will be levied on a cost recovery basis plus administration costs	



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Schedule "C"

(attached to and forming part of Bylaw No. 1047-2021)

The following charges, inclusive of taxes where applicable, apply:

Photocopies	8 ½" X 11"	\$ 0.75/page
	8 ½" X 14"	1.50/page
	11" X 17"	2.00/page
	Town documents	.50/page
Faxes	Outgoing	1.50/page
Email	Locate and send digital copy	5.00/document
	Produce digital copy	2.00/page
Maps	Zoning Map – Large	31.50
	Official Community Plan Map	31.50
	Town Street Map	31.50
Tax Certificates	(Except for those making a request under Section 249(1) of the <i>Community Charter</i>)	25.00
Tax Certificates	Commissioned through BC Online	20.00
Building Permit Register	Per Monthly Report	15.00
Zoning Compliance	Letter of comfort	200.00
Non-Sufficient Funds	Per returned cheque	20.00
Mortgage Lenders bank fees	Recovery of bank charges (wire transfer fees) on property tax payments by mortgage companies	up to \$4.00/folio (minimum fee \$20.00)
Digital Property Tax Information	Per request made	100.00
Replicate Town Document	To recreate an original document	10.00



TOWN OF LAKE COWICHAN

Schedule "D"

(attached to and forming part of Bylaw No. 1047-2021)

Private Use of Parks and Public Spaces

Charitable Groups or Community Fund-Raising	No charge for each event
Community Event only	No charge for each event
Community Event with commercial activity	\$100 for each event
Community Events (series of) with commercial activity in a calendar year	150
Security deposits, if applicable, a minimum of	300

Permits and Development Fees

The following charges apply for all miscellaneous development applications:

Subdivision	Preliminary Subdivision – strata and fee simple lots (excludes parent lot if principal structure exists)	\$300.00 per lot
	Final Subdivision – strata and fee simple lots	500.00 per lot
Damage deposit	For works and services relating to subdivision	15,000 minimum or 5% of construction costs
Form P	Phased strata development	300.00
Strata Conversion	Per unit	300.00
Rezoning amendment	Bed and breakfast	750.00
	All other rezoning amendments	2,500.00
OCP Amendment	Application	1,000.00
Development Permit	Less than \$50,000 commercial value or up to 4 residential units	800.00
	More than \$50,000 commercial value or 5 or more residential units	1,500.00
Variance Permit	Board of Variance Application	500.00
Temporary Use Permit	Application	800.00
Development Variance	Application	800.00
Plan Examination Fees	For subdivisions:	
	• up to 4 lots or units	350.00
	• 5 to 10 lots or units	500.00
Fire Protection Service	• Over 10 lots or units	1,000.00
	Per dwelling outside Town boundaries	100.00



TOWN OF LAKE COWICHAN

Schedule "E"

(attached to and forming part of Bylaw No. 1047-2021)

Fire Department

Volunteer Fire Department Stipend; where work is missed and unpaid	\$130.00 per day
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Sign Fees

Sign fee	As per the sign bylaw	\$50.00
Portable sign fee	Sign placed in front of premises	25.00
Portable sign fee	Not fronting business or on public right of way	50.00
Wayfinding sign (Directional)	Business / company sign plate - cost varies depending on location	Max \$100 / year

Tree Cutting Permit

Development Permit Area Tree cutting permit	\$25.00
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Waste Rates

Replacement Garbage/organics totes:		
80L	At cost – minimum	\$70.00
120L	At cost – minimum	90.00
Garbage/Organic tote changeout/delivery fee		30.00
Extra Garbage Container Tag		4.50
Recycling bags		2.00
Replacement keys		5.00

