

# THE CORPORATION OF THE CITY OF GRAND FORKS

## BYLAW NO. 1958-A3

### A BYLAW TO AMEND THE CITY OF GRAND FORKS FEES AND CHARGES BYLAW NO. 1958

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**WHEREAS** the Community Charter empowers Council to acquire, accept and hold any property in the Municipality for pleasure, recreation or Community uses of the public and to make regulations governing the management, maintenance, improvement, operation, control and use of such property;

The Council of the Corporation of the City of Grand Forks **ENACTS** as follows:

1. This bylaw may be cited as the “**City of Grand Forks Fees and Charges Amendment Bylaw No. 1958-A3, 2018**”.
2. That “Fees and Charges Bylaw No. 1958, 2014” be amended as follows:
  - a. Under Section 3.1:
    - i. ADD “Schedule J – Water Service Charges”
    - ii. ADD “Schedule K – Sewer Service Charges”
  - b. INSERT “Schedule J – Water Service Charges” as attached in Appendix 1 of this bylaw.
  - c. INSERT “Schedule K – Sewer Service Charges” as attached in Appendix 1 of this bylaw.
  - d. DELETE the existing “Schedule A - General Office and Administration Fees and Charges” and REPLACE it with “Schedule A – General Office and Administration Fees and Charges” as attached in Appendix 1 of this bylaw.
3. This bylaw shall come into force and effect on its adoption.

**INTRODUCED** this 11<sup>th</sup> day of December, 2017.

Read a **FIRST** time this 15<sup>th</sup> day of January, 2018.

Read a **SECOND** time this 15<sup>th</sup> day of January, 2018.

Read a **THIRD** time this 15<sup>th</sup> day of January, 2018.

**FINALLY ADOPTED** this 29th day of January, 2018.

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Mayor Frank Konrad

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Corporate Officer – Diane Heinrich

**CERTIFICATE**

I hereby certify the foregoing to be a true copy of Bylaw No. 1958-A3, as passed by the Municipal Council of the City of Grand Forks on this 29th day of January, 2018.

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Corporate Officer of the Municipal Council  
of the City of Grand Forks

# APPENDIX 1

## Updated Schedules

## SCHEDULE "A"

### GENERAL OFFICE AND ADMINISTRATION FEES AND CHARGES

#### For Freedom of Information Requests

Locating and retrieving a record		
- first three hours at no charge; thereafter	\$7.50	per 1/4 hour
Producing a record manually	\$7.50	per 1/4 hour
Shipping copies	at cost	
Photocopying, please see fees below		

#### Administrative Fees

Copy of Council Minutes	\$0.50	per page
Miscellaneous Copies/Reports	\$0.50	per page
Information requiring research		
- billable in 1/4 hour increments	\$45.00	per hour
Copy of the List of Electors	\$10.00	each
Mortgage Roll Register	\$5.00	per folio
Tax Demand Notice (other than to an owner)	\$5.00	each
Certificate of Tax Status	\$25.00	each
Mobile Home Tax Status Certificate	\$25.00	each
Compliance Letter	\$25.00	each
Property Tax Notice/Utility Bill Reprint	\$10.00	each
Real Estate Board Data File	\$200.00	each
Account Transfers or Refunds		
- 1st per annum per folio or account	no charge	
- upon sale of property or final billing	no charge	
- all other	\$25.00	each
Returned Cheques/ N.S.F. Payment	\$25.00	each
Issuance of Certified Cheque or Bank Draft	\$25.00	each
Interest on overdue accounts receivable	1%	per month
Penalty on overdue utility accounts	2%	bimonthly

#### City of Grand Forks "Sustainable Community Plan" Bylaw

Current Bylaw - includes all amendments and maps	\$30.00	per copy
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#### City of Grand Forks "Zoning" Bylaw

Bylaw Text	\$20.00	per copy
36 x 36 Colour Map	\$15.00	per copy

**City of Grand Forks "Subdivision, Development and Servicing" Bylaw**

Current Bylaw - includes all amendments and design standards

\$30.00 per copy

**All other Bylaws**

\$0.50 per page

**Maps - Plotter Printing Fees**

Black & White

\$2.00 per square foot

Colour

\$4.00 per square foot

**Subdivision Application Fees (non- refundable)**

Pre-application meeting and letter of requirements

\$100.00

Application - examination fee

\$400.00

plus fee for each new lot created

\$100.00

## **SCHEDULE “J”**

### **WATER SERVICE CHARGES**

**1. *Installation of Water Service***

**\* Water meter mandatory at additional cost per Section 2.**

- |      |  |             |
|------|--|-------------|
| (a)  | Residential - 19 mm diameter (3/4”) & 24.5 mm diameter (1”)<br>Work to be performed by City approved contractor, arranged by and billed direct to customer | Actual Cost |
| (b)  | Commercial, Industrial & Institutional<br>Work to be performed by City approved contractor, arranged by and billed direct to customer                      | Actual Cost |
| (c)  | Renewal (upgrading, including meter retrofit)<br>Work to be performed by City approved contractor, arranged by and billed direct to customer               | Actual Cost |
| (d)  | Additional service costs not included in (a), (b), and (c) above:  |             |
| i)   | Service or main extension (greater than 25.4 mm diameter and/or where the service line exceeds 15 m in length)   | Actual Cost |
| ii)  | Restoration including but not limited to: asphalt road repair, concrete curb, sidewalk (concrete), and boulevard landscaping                               | Actual Cost |
| iii) | Inspections and/or pressure testing  | \$150.00    |

**2. *Water Meter Installation***

- |     |   |            |
|-----|---|------------|
| (a) | Pit meter installation (meter included) | \$3,000.00 |
| (b) | Complete pit meter assembly             | \$1,600.00 |
| (c) | Replacement meter - inside meter        | \$450.00   |

**3. *Charges for each time the water supply is turned on/off***

During normal working hours (Monday – Friday)	no charge
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**4. *Charges for after-hours callout – evenings, weekends, statutory holidays***

Private property issue	\$ 200.00
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**5. Additional Charges**

(a)	Manual meter reading charge – per occurrence	\$ 25.00
(b)	Meter re-read at Customer's request – per occurrence	\$ 25.00
(c)	Meter testing at Customer's request – per occurrence	Actual Cost
(d)	Water meter tampering charge – per occurrence	\$200.00
(e)	Charge to repair damage caused by tampering	Cost plus 15%
(f)	Curb stop damaged by owner	Cost plus 15%

**6. Water User Fees**

**6.1. Bi-Monthly Flat Rate User Fees (per unit)**

(a)	Residential	
	(i) Single family dwelling or duplex (per unit)	\$72.00
	(ii) Secondary suite or dwelling unit (per unit)	\$43.00
(b)	Unmetered Multi-Family Residential and Strata (per unit)	\$50.50
(c)	Unmetered Business, Industrial, Utility, Institutional Recreational, Non-Profit and all other classes Flat fee calculated as bi-monthly fixed charge, based on service size as per Section 6.2 (b), plus estimated usage at \$0.25 per cubic meter*	
(d)	Buildings not connected to water system on lots where service is available	\$36.00
(e)	Buildings with service shut off for minimum of one entire bi-monthly billing cycle	\$36.00

**6.2. Metered User Fees**

(a)	Residential - Single Family or Duplex	flat rate only
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\* Usage to be estimated using available data for similar property class and function

- (b) Business, Industrial, Utility, Institutional, Recreational, Non-Profit, Multi-Family Residential, Strata, and all other classes

Water consumption charge per cubic metre \$0.25

**plus**

Bi-monthly fixed charge based on service size as follows:

16 mm and 20 mm (1/2" and 3/4") service \$56.00

25 mm (1") service \$56.00

32 mm (1 1/4") service \$88.00

40 mm (1 1/2") service \$126.00

50 mm (2") service \$224.00

63 mm (2 1/2") service \$350.00

75 mm (3") service \$504.00

100mm (4") and greater negotiated rate

**7. Bulk Water Purchases**

From City bulk water facility - per cubic metre or portion thereof \$2.00



## **SCHEDULE “K”**

### **SEWER SERVICE CHARGES**

#### **1. *Installation of Sewer Service***

- |      |   |             |
|------|---|-------------|
| (a)  | Residential - 100 mm (4”) diameter<br>Work to be performed by City approved contractor, arranged by and billed direct to customer   | Actual Cost |
| (b)  | Commercial, Industrial, Institutional, Multi-Family - 152 mm (6”) diameter<br>Work to be performed by City approved contractor, arranged by and billed direct to customer | Actual Cost |
| (c)  | Additional service costs not included in (a), (b), and (c) above:   |             |
| i)   | Service or main extension (100 mm to 152 mm diameter and/or where the service length exceeds 15 m)  | Actual Cost |
| ii)  | Restoration including but not limited to: asphalt road repair, concrete curb, sidewalk (concrete), and boulevard landscaping  |             |
| iii) | Inspections and/or pressure testing   | \$150.00    |

#### **2. *Charges for after-hours callout – evenings, weekends, statutory holidays***

- |                        |           |
|------------------------|-----------|
| Private property issue | \$ 200.00 |
|------------------------|-----------|

#### **3. *Sewer User Fees***

##### **3.1. Bi-Monthly Flat Rate User Fees**

- |  |         |
|--|---------|
| (a) Residential  |         |
| (i) Single family dwelling or duplex (per unit)  | \$85.00 |
| (ii) Secondary suite or dwelling unit (per unit)   | \$50.00 |
| (b) Unmetered Multi-Family Residential and Strata (per unit)   | \$50.00 |
| (c) Unmetered Business, Industrial, Utility, Institutional, Recreational, Non-Profit and all other classes   |         |
| Flat fee calculated as bi-monthly fixed charge of \$75.00 plus estimated usage charge per 1/3 cubic meter of metered water at \$0.48 per cubic meter<br>(Usage to be estimated using available data for similar property class and function) |         |

- |  |         |
|--|---------|
| (e) Buildings not connected to sewer system on lots where service is available | \$52.50 |
|--|---------|

3.2. Metered User Fees

- |   |                |
|---|----------------|
| (a) Residential - Single Family or Duplex | flat rate only |
|---|----------------|

- (b) Multi-Family Residential and Strata

Bi-monthly fixed charge (per unit)	\$40.00
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**plus**

Sewer usage charge per 1/3 cubic metre of metered water	\$0.48
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- (c) Business, Industrial, Utility, Institutional, Recreational, Non-Profit and all other classes

Bi-monthly fixed charge	\$75.00
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**plus**

Sewer usage charge per 1/3 cubic metre of metered water	\$0.48
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