

**TOWN OF LAKE COWICHAN**  
**Bylaw No. 1031-2020**

Fees and Charges for Services

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. 1031-2020".
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 sign fees, 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 Waste Rates and Fire Department.
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in Bylaw 1017-2018 being the "Town of Lake Cowichan Fees and Charges for Services Bylaw" and all amendments are hereby repealed.

READ A FIRST TIME on the 28<sup>th</sup> day of January, 2020.

READ A SECOND TIME on the 28<sup>th</sup> day of January, 2020.

READ A THIRD TIME on the 28<sup>th</sup> day of January, 2020.

RECONSIDERED, FINALLY PASSED and ADOPTED by the Municipal Council of the Town of Lake Cowichan on the 25<sup>th</sup> day of February, 2020.

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Rod Peters  
Mayor

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Joseph A. Fernandez  
Corporate Officer



## TOWN OF LAKE COWICHAN

## Schedule "A"

(attached to and forming part of Bylaw No. 1031-2020)

**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
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	\$ 11.00
Additional vehicle per night	\$ 16.00
Moorage per night	\$ 16.00
Fire wood sales	\$ 10.00
Ice for resale	Cost plus \$ 1.00
Campsite clean-up fee	\$ 100.00
Daily rental of propane powered campfire unit (deposit required)	\$ 12.00

\* 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.



**TOWN OF LAKE COWICHAN****Schedule "B"**

(attached to and forming part of Bylaw No. 1031-2020)

**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:

		<u>Off-Season</u>	<u>In Season</u> July & August
<b>Adult</b>	per person, double occupancy, inclusive of 3 meals and overnight accommodation, minimum group size 20 – (standard meal plan)	\$ 115.00	\$ 130.00
<b>Adult</b>	Per person, double occupancy, inclusive of 3 meals and overnight accommodation, minimum group size 20 – (specialized meal plan)	120.00	135.00
<b>School</b>	per student, inclusive of 3 meals and shared dormitory-style accommodation, no bedding provided, two and one-half day package inclusive of all on-site programs.	185.00	200.00
<b>Youth / School</b>	3 meals and shared overnight accommodation, no bedding provided	85.00	85.00
<b>Exclusive Day Use</b>	per day, meals not included	705.00	1,500.00
<b>Other Uses</b>	Small meeting room	90.00	105.00
	Wedding and other programming charges will be levied on a cost recovery basis		



## TOWN OF LAKE COWICHAN

## Schedule "C"

(attached to and forming part of Bylaw No. 1031-2020)

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

<b>Photocopies</b>	8 ½" X 11"	\$ 0.75/page
	8 ½" X 14"	1.50/page
	11" X 17"	2.00/page
	Town documents	.50/page
<b>Faxes</b>	Outgoing	1.50/page
<b>Email</b>	Locate and send digital copy	5.00/document
	Produce digital copy	2.00/page
<b>Maps</b>	Zoning Map – Large	28.00
	Official Community Plan Map	28.00
	Town Street Map	28.00
<b>Tax Certificates</b>	(Except for those making a request under Section 249(1) of the <i>Community Charter</i> )	25.00
<b>Tax Certificates</b>	Commissioned through BC Online	15.00
<b>Building Permit Register</b>	Per Monthly Report	15.00
<b>Zoning Compliance</b>	Letter of comfort	200.00
<b>Non-Sufficient Funds</b>	Per returned cheque	20.00
<b>Mortgage Lenders bank fees</b>	Recovery of bank charges (wire transfer fees) on property tax payments by mortgage companies	up to \$4.00/folio (minimum fee \$20.00)
<b>Digital Property Tax Information</b>	Per request made	100.00
<b>Replicate Town Document</b>	To recreate an original document	10.00



**TOWN OF LAKE COWICHAN****Schedule "D"**

(attached to and forming part of Bylaw No. 1031-2020)

**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

**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:

<b>Subdivision</b>	Preliminary Subdivision – strata and fee simple lots (excludes parent lot if principal structure exists)	\$100.00 per lot
	Final Subdivision – strata and fee simple lots	250.00 per lot
<b>Damage deposit</b>	For works and services relating to subdivision	10,000 or 5% of construction costs
<b>Form P</b>	Phased strata development	250.00
<b>Strata Conversion</b>	Per unit	300.00
<b>Rezoning amendment</b>	Bed and breakfast	750.00
	All other rezoning amendments	2,500.00
<b>OCP Amendment</b>	Application	1,000.00
<b>Development Permit</b>	Less than \$50,000 commercial value or up to 4 residential units	500.00
	More than \$50,000 commercial value or 5 or more residential units	1,000.00
<b>Variance Permit</b>	Application	300.00
<b>Temporary Use Permit</b>	Application	500.00
<b>Development Variance</b>	Application	500.00
<b>Plan Examination Fees</b>	For subdivisions	50.00



**TOWN OF LAKE COWICHAN**

**Schedule "E"**

(attached to and forming part of Bylaw No. 1031-2020)

**Waste Rates**

<b>Replacement Garbage/organics totes:</b>	
80L	At cost – minimum \$70.00
120L	At cost – minimum \$90.00
Garbage/Organic tote changeout/delivery fee	30.00
Extra Garbage Container Tag	4.25
Recycling bags	2.00
Replacement keys	5.00

**Fire Department**

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