Fees and Charges Bylaw No. 1717, 2023

CONSOLIDATED FOR CONVENIENCE ONLY

EFFECTIVE DATE: May 24, 2023

This is a consolidation of the bylaws listed below. The amendment bylaws have been combined with the original bylaw for convenience only.

This consolidation is not a legal document.

Certified copies of the original bylaws should be consulted for interpretation and application of the bylaws on this subject.

AMENDMENT BYLAW	EFFECTIVE DATE
No. 1717.01	February 12, 2024
No. 1717.02	November 25, 2024
No. 1717.03	November 24, 2025
No. 1717.04	July 20, 2026

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

"A Bylaw to set fees and charges for permits and services within the District of Kent"

WHEREAS pursuant to the *Community Charter*, Council may, by bylaw, impose a fee payable in respect of all or part of a service of the municipality;

NOW THEREFORE the Council of the Corporation of the District of Kent, in open meeting assembled, enacts as follows:

1. **CITATION:**

   This Bylaw may be cited for all purposes as "Fees and Charges Bylaw No. 1717, 2023" and comes into effect on the date of adoption or on January 1 of the respective year.

2. **FEES AND CHARGES:**

   That the following schedules, which outline the fees and charges for services within the District of Kent, are attached hereto and form part of this bylaw;

   Schedule A – Development Applications, Permits and Fees

   Schedule B – Bylaw Permits and Fees

   Schedule C – Engineering Services and Fees

   Schedule D – Parks and Recreation Fees

   Schedule E – Office Administration and Miscellaneous Fees

   Schedule F – RCMP Services-Agassiz Detachment

3. **SEVERABILITY**

   If any section, subsection, sentence, clause or phrase of this bylaw is, for any reason, held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this bylaw.

4. REPEALS AND AMENDMENTS

This Bylaw repeals “Fees and Charges Bylaw No. 1657, 2020”, and any amendments thereto.

READ A FIRST TIME this 8th day of May, 2023.

READ A SECOND TIME this 8th day of May, 2023.

READ A THIRD TIME this 8th day of May, 2023.

FINALLY PASSED AND ADOPTED this 24th day of May, 2023.

CERTIFIED CORRECT:

_____
Sylvia Pranger, Mayor

_____
Wallace Mah, Chief Administrative Officer

Certified a TRUE AND CORRECT COPY of
the bylaw cited as “Fees and Charges
Bylaw No. 1717, 2023” adopted
on this 24th day of May, 2023.

_____
Clair Lee, Director of Corporate Services

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule A
Development Applications, Permits and Fees

Bylaw 1717.02

A schedule of application fees for all Development related permits and fees.

1. Official Community Plan

(i)	Application to amend the text of an Official Community Plan	$1,500.00*
(ii)	Application to amend the map of an Official Community Plan	$1,000.00*

2. Zoning Bylaw

(i)	Application to amend the text of a Zoning Bylaw	$2,500.00*
(ii)	Application to amend the map of a Zoning Bylaw	$2,000.00*

3. Land Use Contract

(i)	Application to amend an existing Land Use Contract	$2,000.00

4. Development Permit

(i)	Application for issuance of a Development Permit excluding façade improvements within the Downtown Revitalization Development Permit Area (DPA 4) valued at less than $10,000 verified contract price	$1,200.00
(ii)	Application for issuance of a Development Permit for façade improvements within the Downtown Revitalization Development Permit Area (DPA 4) valued at less than $10,000 verified contract price	$ 300.00
(iii)	Application to amend or redraft a Development Permit	$ 600.00

5. Development Variance Permit

(i)	Application for the issuance of a Development Variance Permit	$ 1,000.00
(ii)	Application for issuance of a Development Variance Permit for a Sign	$ 200.00
(iii)	Application to amend or redraft a Development Variance Permit	$ 300.00

*A refund of 50% can be provided if the application is withdrawn prior to public hearing advertisement.

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule A (continued)
Development Applications, Permits and Fees

6. Temporary Commercial Permit

(i)	Application for the issuance of a Temporary Commercial/Industrial Permit	$2,000.00
(ii)	Application to extend a Temporary Commercial/Industrial Permit	$1,500.00

7. Notification Sign (public hearing)

(i)	Sign Deposit (see Bylaw 1397, 2008)	$ 600.00

8. Board of Variance

(i)	Application to the Board of Variance	$1,500.00

9. Subdivision and Development Application Fees

(i)	Application for a Subdivision with 3 lots or less	$1,500.00
(ii)	for each additional parcel over and above 3 lots	$ 50.00

10. Bareland Strata Development

(i)	Application for a Bareland strata development with 3 bareland parcels or less	$1,500.00
(ii)	For each additional parcel over and above 3 bareland lots	$ 50.00
(iii)	For each phase in the bareland development	$ 100.00

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule A (continued)
Development Applications, Permits and Fees

11. Phased Strata Development

(i)	Application fee	$ 535.00
(ii)	For each unit within the Strata Development	$ 50.00
(iii)	For each phase within the Strata Development	$ 100.00
(iv)	For Form P Approving Officer Signature	$ 55.00

12. Administration and Inspection Fees

Where the subdivision requires construction of services or where development requires construction of off-site services

Estimated Cost	**- up to $300,000**	**4% (minimum $500)**
	- over 300,000	**4% on first $300,000 then 2% on remainder**

(i) security deposit for the construction of required works and services **Maximum 125% of estimated construction costs**

13. Subdivision and Development Warranty Deposit

10% of the estimated cost of the works and services Minimum of $3,000

14. Contaminated Sites Package (Site Profile)

A fee for administering a Contaminated Sites Package (Site Profile) as required under the Provincial Waste Management Act and Regulations, as amended.

(i)	Contaminated Sites Package (Site Profile) administration fee	$ 100.00

15. Administration

Administration and Inspection review fee for applications under Sections 1 to 7 of Schedule A after 3 months of issuance. $50.00/hr.

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule A (continued)
Development Applications, Permits and Fees

16. Highway Access Permit

(i)	Application fee with Building Permit	$ 90.00
(ii)	Application fee without Building Permit	$ 150.00

17. Off-street Parking Space (Payment in Lieu)

(i)	Each parking space	$25,000.00
(ii)	Loading Facility	$760.00/$m^2$

18. Securities for all Developments with the Exception of Single Family and Duplex

(i)	Onsite Parcel grading, drainage and landscaping	115% of estimated cost
(ii)	Off-street parking and access paving security Includes associated drainage, oil grit separator, curbing, line painting and lighting.	115% of estimated cost

19. Telecommunication Antenna Structure

(i)	Application fee	$ 500.00

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule B
Bylaw Permits and Fees

Bylaw 1717.04

Building Bylaw 1116, 1997

A schedule of fees for construction and/or alteration of buildings.

1. (a) Application fee (non-refundable – applied to Building Permit fee)	$150.00
(b) Minimum Building Permit fee	$150.00
(c) Non-refundable portion of permit fee greater than $300	$300.00
2. (a) Moving a building within the District (non-residential)	$200.00
(b) Moving a residential building within the District (inspection only)	$150.00
3. Moving a building into the District from outside the District	$450.00
4. Inspections at Manufactured Building Plant (each) Note* - BC Bldg Code inspections only	$125.00
5. For work the value of construction which is determined in accordance with this schedule to be:	
a. up to a minimum of $2000	$150.00
b. for each additional $1000 or part thereof to a max. $100,000	$ 11.00
c. for each additional $1000 or part thereof in excess of $100,000 to a maximum of $250,000	$ 9.50
d. for each additional $1000 or part thereof in excess of $250,000	$ 8.75
6. Where no changes are proposed in design or siting, for a re-application for a building permit which has lapsed	$150.00 or 10% of the building permit fee, whichever is greater
7. Building requiring specialized technical knowledge (includes Commercial, Industrial, Institutions and Multiple Family Dwelling)	All applicable fees listed in this schedule plus all consultants' professional fees incurred by the District
8. For a permit to install plumbing	
a. for any number of fixtures up to ten	$150.00
b. for each additional fixture in excess of ten	$ 10.00
9. For a permit to install a chimney to serve a solid fuel or oil burning appliance	$150.00 with BP $100.00
10. For a permit to install a fireplace includes gas fired fireplaces, masonry or factory-built chimney	$150.00 with BP $100.00
11. For a permit to install a solid fuel or oil burning appliance	$150.00/unit
12. For a permit to situate a factory-built or Modular home or mobile home (excluding mobile home park)	See item #30
13. For a permit to situate a mobile home in a mobile home park	$150.00
14. For a permit to situate a building less than 150 sq. ft. ($14m^2$)	$150.00

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule B (continued)
Bylaw Permits and Fees

Building Bylaw 1116, 1997 (cont'd)

15. For a permit to erect fencing around a swimming pool in accordance with section 18.01	$ 150.00
16. For recall fee (which inspector is called to site prematurely)	$ 100.00
17. Demolishing a structure (minimum 2 inspections)	$ 200.00
18. For a permit where the property is not accessible by a highway maintained by the Ministry of Transportation and Highways (MoT) and where the owner requests a permit	All applicable costs listed in this Schedule and in addition costs of travel to and from the site from the nearest access to a highway maintained by MoT
19. Where professional design and review is required for a project under Section 15.01, the total fee shall be reduced by 5% except that this reduction shall not apply to items 1,2,3,21,22,23,24,25,27,28,29,30,32 listed in Schedule A	
20. Water meter installation	$ 200.00
21. Sanitary connection (separate inspection)	$ 250.00
22. Storm connection (separate inspection)	$ 250.00
23. Water connection (separate inspection)	$ 250.00
24. Sanitary / Storm / Water / with Building Permit ($200+$200+$200)	$ 600.00
25. Driveway Access Permit (separate)	See Schedule A Item 12

Securities Deposit

ANY SECURITY DEPOSITED UNDER PROVISIONS OF THIS BYLAW MAY BE IN THE FORM OF; CASH, CERTIFIED CHEQUE, IRREVOCABLE LETTER OF CREDIT DRAWN ON ANY CANADIAN CHARTERED BANK OR CREDIT UNION FOR A TERM AND IN A FORM SATISFACTORY TO THE DISTRICT OF KENT

26. Demo Permit Security all Buildings over 50m^2	$1000.00
a. Except when occupying an existing house (to be demolished) while constructing a new house on the same lot.	$5000.00
27. Project completion and/or Damage to Municipal Property Security	
a. for SFD under $10,000	$ 500.00
b. for SFD $10,000 and over	$1000.00
c. for all other types of buildings	$1000.00
28. Moving buildings: Security to ensure the clean-up of both the former site and exterior finish of foundation at new site	$1000.00
29. a. Parcel grading, parcel drainage, & landscaping (to complete onsite parcel grading, drainage & landscaping areas); AND b. Paving security (to complete the paving of off-street parking, site drainage, curbing, making and lighting)	$12.00 For each square metre of parcel grading, landscaping, & drainage area

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule B (continued)
Bylaw Permits and Fees

Building Bylaw 1116, 1997 (cont'd)

30. Valuation for permit purposes

The valuation of construction for the purpose of determining permit fees shall be established by the Building Official, acting reasonably, on the basis of current construction costs confirmed by the Building Official. Such valuation may be determined using the Marshall & Swift Construction Valuation System or other means acceptable to the Building Official.

Where the declared value of the proposed work differs substantially from the Building Official's estimate, the Building Official's valuation shall prevail.

Zoning Bylaw 1219, 2001

Kennel Licence
One time non-transferable

Application for Kennel Licence	$100.00
Kennel Licence for boarding and/or breeding dogs or cats for profit	$500.00
Kennel Licence for boarding and/or breeding dogs or cats registered not-for-profit	Waived

See the Fraser Valley Regional District for fees related to control, licensing and impounding of domestic animals.

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule B (continued)
Bylaw Permits and Fees

Business Licence and Regulation Bylaw 1747, 2025

A schedule of fees for all persons wishing to conduct business in the District.

Businesses	Column A	Column B	Column C
	Fee	Fee	Fee
	New Licences and Licence Renewals	Licence Renewals Paid Before Dec. 15th of Year Preceding Commencement of the Licence Year	Licence Renewals Paid After Jan. 31st of the Licence Year
Agri-Tourism	$125	$112.50	$137.50
Bed and Breakfast	$125	$112.50	$137.50
Carnival / Circus	$200 per operating day		
Cannabis Operations in the Agricultural Land Reserve	$500 + $1.00 per m^2 of building gross floor area	10% discount to Column A fee	10% increase to Column A fee
Farm Retail where less than 100% of agricultural products are produced on the farm on which the retail sales are taking place.	$125	$112.50	$137.50
Farmers Market Society	$125	$112.50	$137.50
Home Occupation conducted within or partially within a building other than the single family residence.	$500 + $1.00 per m^2 accessory building gross floor area	10% discount to Column A fee	10% increase to Column A fee
Non-Farm Business within the ALR conducted within or partially within a building other than the single family residence.	$500 + $1.00 per m^2 accessory building gross floor area	10% discount to Column A fee	10% increase to Column A fee
Farm Equipment & Repair, Watercraft Maintenance & Repair, Mobile Mechanic, Mobile Welder, and Construction Contractor*, Transport Truck Owner/Operator Home Occupations *Construction Contractor with a business vehicle(s) in excess of 3,900 kg curb weight or with business vehicles that exceed what is permitted for a Construction Contractor	$500 + $1.00 per m^2 accessory building gross floor area	10% discount to Column A fee	10% increase to Column A fee

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule B (continued)
Bylaw Permits and Fees

Business License and Regulation Bylaw 1747, 2025 (cont'd)

Home Occupation with a business vehicle(s) in excess of 3,900 kg. curb weight	$500 + $1.00 per m^2 accessory building gross floor area	10% discount to Column A fee	10% increase to Column A fee
Non Resident	$110	$99.00	$121
Construction Contractor with one (1) business vehicle under 3,900 kg curb weight and one trailer under 4.88 m in length	$125	$112.50	$137.50
Kennel	$125	$112.50	$137.50
Liquor Primary Licensed Establishments	$125	$112.50	$137.50
Liquor Retail Store	$125	$112.50	$137.50
All other Businesses not listed above	$125	$112.50	$137.50
Only in the initial year of application, licence fee (with the exception of administration fee) shall be reduced by 50% if the application is made after July 31st of that year. Licence fee (with the exception of administration fee) may be refunded by 50% only if the licence application is withdrawn prior to issuance of the licence or if issuance of the licence is refused.			

Event Type

Carnival / Circus	$200 (per operating day)
Gathering in the Agricultural Land Reserve (fewer than 25 attendees)	$175 (per event)
Gathering in the Agricultural Land Reserve (25 attendees or more)	$275 (per event)

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule B (continued)
Bylaw Permits and Fees

Short-term Commercial Accommodation Class	Column A	Column B	Column C
	Fee	Fee	Fee
	New Licences and Licence Renewals	Licence Renewals Paid Before Dec. 15th of Year Preceding Commencement of the Licence Year	Licence Renewals Paid After Jan. 31st of the Licence Year
Guest Unit	$125	$112.50	$137.50
Principal	$500	$450	$550
Non-Principal	$700	$630	$770

Retail Cannabis Sales	Column A	Column B	Column C
	Fee	Fee	Fee
	New Licences and Licence Renewals	Licence Renewals Paid Before Dec. 15th of Year Preceding Commencement of the Licence Year	Licence Renewals Paid After Jan. 31st of the Licence Year
Business Licence Fee	$5000	$4500	$5500

Agri-Tourism Accommodation Use	Column A	Column B	Column C
	Fee	Fee	Fee
	New Licences and Licence Renewals	Licence Renewals Paid Before Dec. 15th of Year Preceding Commencement of the Licence Year	Licence Renewals Paid After Jan. 31st of the Licence Year
1 Agri-Tourism Unit or 2 Agri-Tourism RV Campsites	$125	$112.50	$137.50
2 or more Agri-Tourism Sleeping Units	$500	$450	$550

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule B (continued)
Bylaw Permits and Fees

Civic Address Numbering Bylaw 1574, 2017

A schedule to set a fee for a change to a civic address requested by a property owner.

Application Fee	$500.00

False Alarm Bylaw 1449, 2009

A schedule of fees to reduce false alarms in the District.

False Alarm fees

1. First three (3) false alarms in any consecutive 12 month period	No Fee
2. Fourth (4) false alarm in any consecutive 12 month period	$100.00
3. Fifth (5) false alarm in any consecutive 12 month period	$150.00
4. Sixth (6) and subsequent false alarm in consecutive 12 month period	$300.00

Fire Prevention and Protection Bylaw 1448, 2009

A schedule of annual fees for acquisition of a burning permit in the District.

Permit Fee for a Camp Fire or Cooking Fire	$ 25.00
Permit Fee for Small Ceremonial or Religious Fire *See Section 5(3) of Bylaw 1448	Waived *
Permit Fee for Hand Piled Yard Clean-up Debris, larger than a Camp Fire but not more than 2.5 m x 2.5 m	$ 60.00
Permit Fee for Industrial and Land Clearing Purposes, burn piles larger than 2.5 m x 2.5 m but not more than 6 m x 6 m	$150.00

Fireworks Regulation Bylaw 1381, 2007

A schedule to set fees for any firefighting or remediation work, materials, and resources expended as a result of a fire caused by fireworks.

Vehicle Cost

Engine	$150.00 per hour (minimum 2 hours)
Tanker	$150.00 per hour (minimum 2 hours)
Rescue	$100.00 per hour (minimum 2 hours)
Small Vehicles	$60.00 per hour

Personnel Cost

Paid-On-Call	$50.00 per hour, per firefighter called into service (minimum 2 hours)
Consumable Goods	Replacement value plus all applicable taxes
Administration Fee	15%

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule B (continued)
Bylaw Permits and Fees

Highways, Traffic and Parking Regulations Bylaw 1321, 2005

A schedule to set a fee for a highway use permit in the District.

Permit Fee for Highway Use	$ 60.00

Holding Tank Bylaw 1042, 1994

A schedule to set a fee for the inspection of all holding tank construction in the District.

Inspection of all holding tank construction	$250.00

Inter-Municipal Business Licence Scheme 1533, 2015

A schedule to set a fee for a mobile business to carry on business within the jurisdictional boundaries of any or all of the participating municipalities.

Annual Fee	$250.00

Sign Bylaw 1710, 2022

A schedule of fees to regulate the placement of signs in the District.

Regular Sign (or Base Rate)	$60
First $1,000	$60 + $6/$1,000
Signs over District Property (Liability Agreements)	$75
Promotional	$40
Billboard	$100
Billboard Renewal	$50
Security Deposit	$500

EXEMPTIONS: These fees shall not apply to any signs as outlined in Sections 3 and 4 of Bylaw 1710

Soil Removal and Deposit Bylaw 1676, 2021

A schedule of fees to control and manage soil removal and deposit in the District.

1. Application Fee per permit	$100.00
2. Soil Removal and Deposit Rates (per m^3):	$0.48 (effective until December 31, 2025) $0.75 (effective January 1, 2026)

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule B (continued)
Bylaw Permits and Fees

Cemetery Bylaw No. 1664, 2021

Grave Space – In Ground Burial	**General**	**Care Fund**	**Total**
Resident			
Adult	$ 1,013	$ 502	$ 1,515
Child 2 – 12	$ 675	$ 335	$ 1,010
Infant up to 2 years	$ 507	$ 251	$ 758
Cremated Remains	$ 563	$ 279	$ 842
Former Resident			
Adult	$ 2,027	$ 1,003	$ 3,030
Child 2 – 12	$ 1,350	$ 670	$ 2,020
Infant up to 2 years	$ 1,013	$ 503	$ 1,516
Cremated Remains	$ 1,126	$ 558	$ 1,684
Non-Resident			
Adult	$ 4,053	$ 2,006	$ 6,060
Child 2 – 12	$ 2,701	$ 1,339	$ 4,040
Infant up to 2 years	$ 2,027	$ 1,005	$ 3,032
Cremated Remains	$ 2,251	$ 1,117	$ 3,368
Grave Space – Above Ground Burial	**General**	**Care Fund**	**Total**
Resident			
Top 2 rows, Columbaria niche, single	$ 2,306	$ 251	$ 2,557
Middle row, Columbaria niche, single	$ 1,153	$ 126	$ 1,278
Bottom 2 rows, Columbaria niche, single	$ 1,038	$ 113	$ 1,152
Scatter gardens - cremation	$ 260	$ 28	$ 288
Former Resident			
Top 2 rows, Columbaria niche, single	$ 3,458	$ 377	$ 3,835
Middle row, Columbaria niche, single	$ 1,729	$ 188	$ 1,918
Bottom 2 rows, Columbaria niche, single	$ 1,561	$ 170	$ 1,730
Scatter gardens – cremation	$ 260	$ 28	$ 288
Non-Resident			
Top 2 rows, Columbaria niche, single	$ 4,611	$ 503	$ 5,114
Middle row, Columbaria niche, single	$ 2,306	$ 251	$ 2,557
Bottom 2 rows, Columbaria niche, single	$ 2,077	$ 227	$ 2,303
Scatter gardens, cremation	$ 260	$ 28	$ 288

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule B (continued)
Bylaw Permits and Fees

Services			
Opening and Closing Grave for Burial			
Adult	$ 1,273		$ 1,273
Veterans	$ 1,146		$ 1,146
Infant	$ 637		$ 637
Child 2 – 12	$ 955		$ 955
Cremated Remains	$ 573		$ 573
Niche/Cremation Wall	$ 297		$ 297
Opening and Closing Grave for Exhumation/Disinterment			
Adult and Child	$ 2,546		$ 2,546
Infant	$ 1,528		$ 1,528
Cremated Remains	$ 1,528		$ 1,528
Niche/Cremation Wall	$ 594		$ 594
Grave Liners*			
Adult and Child			Market Value
Cremation			Plus 10%
*copy of purchase invoice to be provided to client			
Installation of Memorials			
Single 12”x20”	$ 485	$ 112	$ 597
Double 18”x30”	$ 485	$ 112	$ 597
Family Memorial Marker 18” x 30”	$ 485	$ 112	$ 597
Vertical Marker Single	$ 675	$ 155	$ 830
Vertical Marker Double	$ 675	$ 155	$ 830
Cremation 8” x 12”	$ 430	$ 99	$ 529
Cremation 16” x 28”	$ 430	$ 99	$ 529
Niche/Cremation Wall Memorial Plate	$ 205	$ 47	$ 252
Scatter Gardens Memorial Plaque max 3" x 5"	$ 205	$ 47	$ 252
Miscellaneous Charges			
Extra Depth	$ 600		$ 600
Burials on Saturday, Sunday or Statutory Holiday or after Regular Hours	2 times fee		2 times fee
Transfer of Licence	$ 120		$ 120

- 2026 Grave Space increase by 2% and Services increase by 3%
- 2026 Care Fund fees increase by 3%

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule C
Engineering / Public Works Services and Fees

Engineering Services and Fees

A schedule of fees for the provision of project administration to outside agencies, corporations, other governments, companies, strata councils/corporations, and private property owners will be based upon available resources with the District engineering services being a priority.

1. Project Administration

a. Up to 15% of the base price of the project excluding taxes. Applicable taxes to be added for the total cost of project administration provided.

Public Works Services and Fees

A schedule of applicable fees for the provision of public works services to outside agencies, corporations, other governments, companies, strata councils/corporations, and private property owners will be based upon available resources with the District operational services being a priority.

1. Equipment

a. The applicable equipment hourly rate and/or portion thereof for each specific piece of equipment used to provide the public works service at current District charge out rates based on Industry Standard. The equipment operator charge is an additional fee charged as per item 2 below. Applicable taxes to be added for the total cost of public works services provided.

2. Manpower/Labour/Equipment Operator

a. The applicable hourly rate and/or portion thereof for each individual job classification used to provide the public works service plus a sixty percent (60%) overhead charge. Applicable taxes to be added for the total cost of public works services provided.

b. The applicable hourly overtime rate and/or portion thereof for each individual job classification used to provide the public works service plus thirty percent (30%) overhead charge. Applicable taxes to be added for the total cost of public works services provided.

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule C (continued)
Engineering Services and Fees

Gravel Pit Fees

Description	Unit Rate/m3	Loaded/m3	Conversion to Tonnes
Mixed Soil	$2.00	add $1.50	1.93t/m3
Pit Run Gravel	$9.00	add $1.50	1.93t/m3
Rock			
300 mm minus – one sort	$10.20	add $2.00	2.2t/m3
300 mm minus – two sort	$14.45	add $2.00	2.2t/m3
>300 mm	$24.00	add $2.50	2.2t/m3
Sand/ Salt			
Road Salt	$190.00		-
Blended Sand/Salt	$ 55.00		-
Road Sand	$ 11.00		-
Dumping Fee			
Clean Fill	$15.00/load		
Brush/Wood	$25.00/load		

THE CORPORATION OF THE DISTRICT OF KENT
BYLAW No. 1717
Schedule D
Parks and Recreation Fees

Bylaw 1717.04

SERVICE	2025			2026		
SPORTS FIELDS						
USER FEES: LOCAL						
Child/Youth	$6.50/field/hr			$6.50/field/hr		
Adult	$11.50/field/hr			$12.00/field/hr		
	Agassiz Two Pitch League - $500 deposit / tournament					
Lighting	$11.25/hr			$11.25/hr		
USER FEES: NON-RESIDENT OR COMMERCIAL						
Diamonds	$14.05/field/hr			$14.05/field/hr		
Lighting	$11.25/hr			$11.25/hr		
SPECIAL EVENTS AND MISCELLANEOUS RENTALS						
	TENT					
Community Groups	Complimentary use for non-profit or charitable organizations that bring direct benefit to the District					
	Additional Staff Charges					
Public Works Engineering	See Schedule C-Engineering/Public Works Services and Fees					
Recreation/ Administration	Actual Costs plus 20%					
	PUBLIC SPECIAL OCCASION LICENCES: BEER GARDEN					
Application Fee	$45.00/day					
	COMMUNITY EVENT PERMIT					
Application Fee	$100.00 / community event or sporting event (waived for local non-profit and charitable organizations that bring direct benefit to the District)					
	CAMPING					
Individuals (Alm Park Only)	$20.40/unit/night			Removed		
Small Group (16 units or less) Permit Required	$14.55/unit/night for non-profit or charitable organizations that bring direct benefit to the District			$14.55/unit/night for non-profit or charitable organizations that bring direct benefit to the District		
Groups (17 + units) Permit Required	$233.65/night for non-profit or charitable organizations that bring direct benefit to the District			$233.65/night for non-profit or charitable organizations that bring direct benefit to the District		
	SKATEBOARD PARK					
Rental	$153.00/day					
	OUTDOOR EVENT ELECTRICAL					
Rental	$10.00/outlet/day					
ABERDEEN HALL	Evening	Half-Day	Full-Day	Evening	Half-Day	Full-Day
Rental - 2nd Flr	$25.50	$35.70	$51.00			
KEY DEPOSIT						
Various	$100 Refundable Deposit					
BREAKWATER BEACH AREA						
Commercial Vessel	$300.00/Use including Return Trip OR $1000.00/Month					

THE CORPORATION OF THE DISTRICT OF KENT
BYLAW No. 1717
Schedule D
Parks and Recreation Fees

SERVICE	Residents				Non-Residents		
Lets'emó:t Regional Recreation & Aquatic Centre							
FACILITY ADMISSION (Single Access)							
	First Use	Second Use			First Use	Second Use	
Tots (3 yrs and under)	Free	Free			Free	Free	
Child	$3.50	$1.75			$6.00	$3.00	
Teen/Student	$5.60	$2.80			$9.60	$4.80	
Adult	$7.00	$3.50			$12.00	$6.00	
Older Adult	$5.60	$2.80			$9.60	$4.80	
Super Senior (80 yrs +)	Free	Free					
Family	$14.00	$7.00			$24.00	$7.00	
Shower Only	$5.00				$8.60		
Specialty Fitness	$8.00/class/person				$13.60/class/person		
Youth Summer Pass (4 - 12 years)	$25 (July & August)						
Youth Summer Pass (13 - 18 years)	$35 (July & August)						
Kent Resident Program Card (Individual)	Free				$350.00		
Kent Resident Program Card (Family)	Free				$800.00		
PASSES	10 PASS	1 MONTH	3 MONTH		10 PASS	1 MONTH	3 MONTH
Child	$31.50	$38.13	$85.78		$54.00	$65.36	$147.04
Teen/Student	$50.40	$61.00	$137.24		$86.40	$104.57	$235.27
Adult	$63.00	$76.25	$171.55		$108.00	$130.72	$294.09
Older Adult	$50.40	$61.00	$137.24		$86.40	$104.57	$235.27
Family	$126.00	$154.35	$370.45		$216.00	$264.60	$635.06
MEMBERSHIPS	6 MONTH	12 MONTH	SUPER PASS		6 MONTH	12 MONTH	
Child	$137.25	$247.05	$328.58		$235.29	$423.52	
Teen/Student	$219.60	$395.28	$525.72		$376.46	$677.63	
Adult	$274.50	$494.10	$657.15		$470.58	$847.04	
Older Adult	$219.60	$395.28	$525.72		$376.46	$677.63	
Family	$992.25	$992.25	$1,319.69		$945.01	$1,701.01	

THE CORPORATION OF THE DISTRICT OF KENT
BYLAW No. 1717
Schedule D
Parks and Recreation Fees

SERVICE	Residents		Non-Residents
Lets'emó:t Regional Recreation & Aquatic Centre			
ROOM RENTALS			
Fitness Room	$26.75/hr		$45.86/hr
Multi-Purpose A	$32.50/hr		$55.71/hr
Multi-Purpose B	$27.25/hr		$46.71/hr
Kitchenette	$16.25/hr		$27.86/hr
Gymnasium - Half	$75.00/hr		$128.57/hr
Gymnasium - Full	$133.75/hr		$229.29/hr
Full Facility Rental	$214.00/hr		$366.86/hr
POOL RENTALS			
Non-Profit - Per Lane	$20.25/hr		$34.43/hr
Swim Club - Per Lane	$15.00/hr		$25.50/hr
Private - Per Lane	$24.00/hr		$40.80/hr
Commercial - Per Lane	$28.25/hr		$48.03/hr
Non-Profit - Leisure Pool (per hr)	$99.50/hr		169.15/hr
Private - Leisure Pool (per hr)	$140.65/hr		$239.11/hr
Commercial - Leisure Pool (per hr)	$282.45/hr		$480.17/hr
Non-Profit - Aquatic Complex (per hr)	$189.15/hr		$321.56/hr
Private - Aquatic Complex (per hr)	$282.45/hr		$480.17/hr
Commercial - Aquatic Complex (per hr)	$564.85/hr		$960.25/hr
EXTRA FEES			
Coffee Service	$18.00/carafe		$27.00/carafe
Projector & Screen	$42.50/day		$63.75/day

Effective: July 30, 2026

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule E
Office Administration and Miscellaneous Fees

Bylaw 1717.04

Fees for Respective Services
(Applicable taxes to be added as required)

i. Current copy of Official Community Plan or Zoning Bylaw $100.00

ii. Current copy of Subdivision and Development Bylaw $ 25.00

iii. Copies, Maps, Air Photos and GIS Services

Black & White Photocopies, letter size to 11”x17” > 11”x17”	$ 0.50 $ 3.00
Colour Photocopies, letter size to 11”x17” > 11”x17”	$ 2.00 $ 5.00
Custom Size Colour Prints Letter size to 11”x17” >11”x17” up to E Size (i.e cadastral map, extra data)	 $ 5.00 $ 10.00
Air Photos Letter size to 11”x17” >11”x17” up to E Size Air Photos with extra data Letter size to 11”x17” >11”x17” up to E Size	 $ 7.00 $ 23.00 $ 8.75 $ 28.75
Custom map orders (1 hour minimum)	$100.00/hour
Digital Cadastral Information	$ 60.00/mb or minimum of $5.00
Digital Air Photo (per sheet from map grid)	$150.00
Scanned Copies up to 11” x 17” Scanned Copies greater than 11” x 17”	$ 0.50 $ 5.00

v. Mortgage Company - property tax listings $ 10.00 per folio

vi. Tax Certificate (manual) $ 75.00

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule E (continued)
Office Administration and Miscellaneous Fees

Fees for Respective Services (continued):
(Applicable taxes to be added as required)

vi.	Letter of Compliance (when requested) per folio	$200.00
vii.	Request for information requiring research into the District's archival records; or for information dating back over two (2) years; or for information requiring more than fifteen (15) minutes to locate (plus applicable photocopy rates)	$ 40.00/hr (or $10.00/15 mins after the first 15 mins)
viii.	Zoning handouts	
	i. general regulations	$ 5.00
	ii. all other handouts	$ 1.00
ix.	Agenda fees for Council Meetings, Public Hearings or Committee Meetings	
	i. Complete Agenda packages for Council, the Library and local newspaper(s)	no fee
	ii. Agenda Cover sheets	no fee
	iii. Agenda including attachments up to 100 pages	$ 5.00
	iv. Agenda including attachments 101-200 pages	$ 7.50
	v. Agenda including attachments greater than 200 pages	$ 12.50
x.	Removal of Section 57 Notice from Title	$350.00
xi.	Removal of Judgment from Title	$350.00
xii.	Liquor Primary or Food Primary Licences	
	i. New Applications	$1,500.00
	ii. Change in hours or other conditions	$1,000.00
xiii.	Retail Cannabis Sales	
	i. Processing a Provincial Cannabis Retail Licence Application	$1,500.00
	ii. Processing Changes to a Provincial Cannabis Retail Licence	$1,000.00
xiv.	Land title searches, documents or plans (digital file)	$25.00
xv.	Business Directory Signs:	
	One Sign (per business) Includes cost of lettering; installation; administration; future maintenance	$100.00
	Two Signs (per business) Includes cost of lettering; installation; administration; future maintenance	$150.00

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule E (continued)
Office Administration and Miscellaneous Fees

Fees for Respective Services
(Applicable taxes to be added as required)

iv. Current copy of Official Community Plan or Zoning Bylaw $100.00

v. Current copy of Subdivision and Development Bylaw $ 25.00

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v. Mortgage Company - property tax listings $ 10.00 per folio

vi. Tax Certificate (manual) $ 75.00

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule E (continued)
Office Administration and Miscellaneous Fees

Fees for Respective Services (continued):
(Applicable taxes to be added as required)

xvi.	Letter of Compliance (when requested) per folio	$200.00
xvii.	Request for information requiring research into the District's archival records; or for information dating back over two (2) years; or for information requiring more than fifteen (15) minutes to locate (plus applicable photocopy rates)	$ 40.00/hr (or $10.00/15 mins after the first 15 mins)
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	i. general regulations	$ 5.00
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	vi. Complete Agenda packages for Council, the Library and local newspaper(s)	no fee
	vii. Agenda Cover sheets	no fee
	viii. Agenda including attachments up to 100 pages	$ 5.00
	ix. Agenda including attachments 101-200 pages	$ 7.50
	x. Agenda including attachments greater than 200 pages	$ 12.50
xx.	Removal of Section 57 Notice from Title	$350.00
xxi.	Removal of Judgment from Title	$350.00
xxii.	Liquor Primary or Food Primary Licences	
	iii. New Applications	$1,500.00
	iv. Change in hours or other conditions	$1,000.00
xxiii.	Retail Cannabis Sales	
	iii. Processing a Provincial Cannabis Retail Licence Application	$1,500.00
	iv. Processing Changes to a Provincial Cannabis Retail Licence	$1,000.00
xxiv.	Land title searches, documents or plans (digital file)	$35.00
xxv.	Business Directory Signs:	
	One Sign (per business) Includes cost of lettering; installation; administration; future maintenance	$100.00
	Two Signs (per business) Includes cost of lettering; installation; administration; future maintenance	$150.00

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule E (continued)
Office Administration and Miscellaneous Fees

Fees for Respective Services (continued):
(Applicable taxes to be added as required)

xxvi.	Oaths and affidavits	$ 15.00
xxvii.	Statutory Declaration	$ 20.00
xxviii.	Returned cheque / payment	$ 25.00
xxix.	Overdue Accounts Receivables	2% per month
xxx.	Postage / Courier Fees Excludes standard letter delivered by Canada Post	Cost of Service (Plus 10% Administration Fee)

xxxi. Tipping Fees at Kent Recycling for Organic Green Waste and Clean Wood products (Effective date: March 1, 2024)

Load Size	Resident Fee	Non-Resident Fee
1 bag	Free with Local ID	$7.00
1 car load	Free with Local ID	$15.00
1 truck load	Free with Local ID	$20.00
1 *trailer load	$15.00	$25.00
1 truck and *trailer load	$25.00	$45.00

*trailer load must be 15 feet or less

xxi.	Strata Title Conversion	
	i. Application Fee	$1,000.00
xxii.	Agricultural Land Commission (ALC) Application	
	i. Staff Report(s) to Council	$1,000.00
	ii. Public Meeting required by Council/ALC	$ 500.00 per meeting

THE CORPORATION OF THE DISTRICT OF KENT

BYLAW No. 1717

Schedule E (continued)
Office Administration and Miscellaneous Fees

xxiii. Filming

Permit Application Fee	$300 per application
Municipal Street User Fee	No Charge
No Parking Signs	$75 per day / per location
Business Licence	As per Fees and Charges Bylaw No. 1717, Schedule B
Administration Fees	20% of total fees (before GST)
RCMP	$125.00 per hour / per officer (minimum 4 hours; minimum 4 hours cancellation)
Fire Department	$125.00 per hour for Fire Inspector / Approving Officer
Recreation/Culture Department	$75 per hour for Senior Staff $50 per hour for Facilities / Admin Staff
Equipment	As per Fees and Charges Bylaw No. 1717, Schedule C
Highways Use Permit	As per Fees and Charges Bylaw No. 1717, Schedule B
Municipal Property	By quotation (starting at $100 per hour, based on space and public access)
Public Works Staff	As per Fees and Charges Bylaw No. 1717, Schedule C
Security Deposit	By quotation (pending on type of activity and use of Municipal Property)
Fire Hydrant Use	As per Water Regulation and Rates Bylaw No. 1679