

**ADMINISTRATION FEES BYLAW**

A BYLAW OF THE CITY OF VICTORIA

The purpose of this Bylaw is to establish administration fees for various matters.

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Under its statutory powers, including section 194 of the *Community Charter*, the Council of The Corporation of the City of Victoria enacts the following provisions:

**Title**

- 1 This Bylaw may be cited as the "ADMINISTRATION FEES BYLAW".

**Administration Fees**

- 2 A person who makes a request in relation to a matter set out in Schedule A, or in relation to whom a matter in Schedule A applies, must pay to the City the corresponding administrative fee set out in Schedule A for that matter.

READ A FIRST TIME the	<b>25<sup>TH</sup></b>	day of	<b>MARCH</b>	2004.
READ A SECOND TIME the	<b>25<sup>TH</sup></b>	day of	<b>MARCH</b>	2004.
READ A THIRD TIME the	<b>25<sup>TH</sup></b>	day of	<b>MARCH</b>	2004.
ADOPTED on the	<b>8<sup>TH</sup></b>	day of	<b>APRIL</b>	2004.

**"ROBERT G. WOODLAND"**  
CORPORATE ADMINISTRATOR

**"ALAN LOWE"**  
MAYOR

**Schedule A  
Administration Fees**

<b>Matter to which fee applies</b>	<b>Administration fee</b>
-processing information requested by mortgagee in relation to property that is subject a mortgage held by that person	\$5.00 per folio
-request for special utility billing of a fee or charge under the Waterworks Bylaw, the Sewer User Charge Bylaw, or the Garbage and Recycling Bylaw	\$30.00 per request
-returned cheque or dishonoured credit card in respect of the payment of a fine, penalty, fee, or charge prescribed by or under a City bylaw or the <i>Community Charter</i>	\$25.00 per returned item