

ADMINISTRATION FEES BYLAW, AMENDMENT BYLAW (NO. 4)

A BYLAW OF THE CITY OF VICTORIA

The purpose of this Bylaw is to amend Schedule A of the Administration Fees Bylaw to include a fee for requests for account information and copies.

Under its statutory powers, including section 194 of the *Community Charter*, the Council of the Corporation of the City of Victoria, in an open meeting assembled, enacts the following provisions:

- 1 This Bylaw may be cited as the “Administration Fees Bylaw, Amendment Bylaw (No. 4).”
- 2 Bylaw No. 04-040, the Administration Fees Bylaw, is amended by repealing Schedule A and substituting the Schedule A attached to this Bylaw as Schedule 1.

READ A FIRST TIME the	28th	day of	April	2016
READ A SECOND TIME the	28th	day of	April	2016
READ A THIRD TIME the	28th	day of	April	2016
ADOPTED on the	12th	day of	May	2016

“CHRIS COATES”
CORPORATE ADMINISTRATOR

“LISA HELPS”
MAYOR

Schedule 1

Schedule A

Administration Fees

Fee Description	Fee
1. processing information requested by mortgagee in relation to property that is subject to a mortgage held by that person	\$10.00 per folio
2. request for special utility billing of a fee or charge under the Waterworks Bylaw, the Sanitary Sewer and Stormwater Utilities Bylaw, or the Solid Waste Bylaw	\$30.00 per request
3. 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
4. Account information and copies	\$30.00 per account
5. Account turned over to a Collection Agency	Additional 50% of amount outstanding prior to being turned over to a Collection Agency
6. Bylaw Notice issued under the Bylaw Notice Adjudication Bylaw turned over to a Collection Agency.	Additional 50% of amount outstanding prior to being turned over to a Collection Agency