



Communities,  
Land and  
Environment

Communautés,  
Terres et  
Environnement



Municipal Affairs and  
Provincial Planning Division

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de la planification provinciales

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Île-du-Prince-Édouard  
Canada C1A 7N8

Ms. Hilary Price  
Community of Victoria  
P.O. Box 7  
Victoria PE C0A 2G0

August 21, 2018

Dear Ms. Price,

**Re: Victoria – Fees Bylaw (Bylaw #2018-03, adopted April 9, 2018)**

I wish to acknowledge receipt of the following bylaw:

- Victoria – Fees Bylaw (Bylaw #2018-03, adopted April 9, 2018)

A copy of the above noted bylaw has been filed in accordance with the *Municipal Government Act*, s.129. Enclosed is the filed bylaw.

Please be advised that it is the responsibility of the municipality passing a bylaw to both ensure that the subject area covered by the bylaw is within the jurisdiction of the municipality and that the procedures for the passage of a bylaw under the *Municipal Government Act* have been complied with.

Please feel free to contact me should you have any questions regarding this matter.

Regards,

Wendy McIsaac  
Sr. Policy Analyst, Municipal Affairs  
(902) 569-7621  
[wmcisaac@gov.pe.ca](mailto:wmcisaac@gov.pe.ca)

Encl.

Rural Municipality of Victoria

Received August 27, 2018

**Rural Municipality of Victoria, PEI**  
**A Bylaw to Establish Fees for Various Municipal Services**  
**Bylaw #2018-03**

**BE IT ENACTED BY THE Council of the Rural Municipality of Victoria as follows:**

**1. Title**

1.1 This bylaw shall be known and cited as the "Fees Bylaw".

**2. Purpose**

2.1 To enable the Council of the Rural Municipality of Victoria to pass bylaws establishing and requiring the payment of fees for permits, parking, recreation and other matters for the purpose of raising revenues.

**3. Authority**

3.1 Subclause 162(1)(a)(1) of the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1., and section the *Planning Act*, RSPEI 1988 (C) P-8, provides that a council must establish a procedural bylaw to regulate its proceedings in accordance with the act.

**4. Application**

4.1 This bylaw enables the authority for council to establish fees and charges for the provision of goods and services and applies to any person on which a fee or charge is imposed under this bylaw.

4.2 These fees are set out in the Schedule attached to this bylaw and form part of the bylaw.

**5. Definitions**

5.1 "Act" means the *Municipal Government Act*.

5.2 "Chief Administrative Officer" or "CAO" means the administrative head of a municipality as appointed by Council under subsection 86(2)© of the *Municipal Government Act*.

5.3 "Council" means the Mayor and other members of the Council of the municipality.

5.4 "Councillor" means a member of Council other than the Major.

5.5 "Lien" means an encumbrance or charge on a property to secure the debt owed by the property owner to the Rural Municipality of Victoria.

5.6 "License" means a permit from the Rural Municipality of Victoria to own or use something or to do a particular thing.

5.7 "Local Improvement charge" means a fixed annual charge levied against real property for a specific period by the Rural Municipality of Victoria which contributes to capital costs of local improvements such as sewer and water upgrades, for example.

**6. Establishment of Fees**

6.1 The Rural Municipality of Victoria hereby establishes fees to be charged for permits, parking, recreation and other matters, in accordance with the Act.

6.2 The Rural Municipality of Victoria will charge fees that are lower for persons that reside or maintain businesses in the municipality (clause 182©(ii) of the Act), where so outlined in the Schedule attached to this bylaw.

6.3 Council may revise fees at any time by resolution if required, in accordance with section 135 of the Act, and shall ensure that the relevant Schedule to this bylaw is updated.

6.4 The fees set out in the Schedule to this bylaw are subject to the Harmonized Sales Tax (H.S.T.) where applicable.

6.5 In addition to the fees established in this bylaw, the Rural Municipality of Victoria may also establish fees in other bylaws where those fees are specifically related to the matter addressed in that bylaw.

**7. Collection of Fees**

- 7.1 The Rural Municipality of Victoria may take into revenue deposits and investments, any charges for the operation of a service or municipal utility under the control of Council and any other funds the municipality may acquire pursuant to this bylaw or any other bylaw establishing fees, in accordance with section 162 of the Act.
- 7.2 The fees and charges set out in the Schedule to this bylaw shall come into force and effect on the date of passage, unless otherwise specified.
- 7.3 All fees charged in accordance with this bylaw are owing at the time of the service, or as otherwise outlined in the Schedule to this bylaw.
- 7.4 The fees listed in the Schedules to this bylaw are in addition to any costs incurred by the Rural Municipality of Victoria, which costs may be payable in addition to the fees set out in this bylaw.
- 7.5 Pursuant to subsection 142(2), the Rural Municipality of Victoria may by resolution cancel or write off any arrears of fees, penalties or interest charges that are prescribed by bylaw or specified in a resolution that, in the opinion of Council, are no longer collectable from the person, institution, association, group or body that is liable to pay them.

**8. Penalties**

- 8.1 The Rural Municipality of Victoria, may, in accordance with subsection 162(3) of the Act, refuse to issue or renew any license or authorization that the municipality is authorized under this bylaw of the municipality, or under the Act or another Act, to issue or renew to a person who has failed to pay charges, fees, fines or penalties established in the Schedule to this bylaw, including any interest accruing to any of them.

**9. Effective Date**

- 9.1 This Establish Fees for Various Municipal Services Bylaw, Bylaw #2018-03, shall be effective on the date of approval and adoption below.

**First Reading:**

This Establish Fees for Various Municipal Services Bylaw, Bylaw #2018-03, was read a first time at the Council meeting held on the 26th day of March, 2018.

This Establish Fees for Various Municipal Services Bylaw, Bylaw #2018-03, was approved by a majority of Council members present at the Council meeting held on the 26th day of March, 2018.

**Second Reading:**

This Establish Fees for Various Municipal Services Bylaw, Bylaw #2018-03, was read a second time at the Council meeting held on the 9th day of April, 2018.

This Establish Fees for Various Municipal Services Bylaw, Bylaw #2018-03, was approved by a majority of Council members present at the Council meeting held on the 9th day of April, 2018.

**Approval and Adoption by Council:**


This Establish Fees for Various Municipal Services Bylaw, Bylaw #2018-03, was adopted by a majority of Council members present at the Council meeting held on the 9th day of April, 2018.

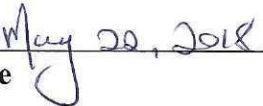
**10. Signatures**

  
\_\_\_\_\_  
**Mayor**

  
\_\_\_\_\_  
**Chief Administrative Officer**

This Establish Fees for Various Municipal Services Bylaw, Bylaw #2018-03 adopted by the Council of the Rural Municipality of Victoria on 9<sup>th</sup> day of April, 2018 is certified to be a true copy.

  
\_\_\_\_\_  
**Chief Administrative Officer**

  
\_\_\_\_\_  
**Date**

**Schedule A**

This Schedule forms part of the bylaw and may only be amended in accordance with Part 5 Division 2 of the Act.

<b>Type of Fees</b>	<b>Fee Structure</b>	<b>Fees Due</b>
Planning Permits	See Zoning and Subdivision Control Development Bylaw	Upon application for permit
Recreation Facility Fees	See Recreation Facility Fee policy noted as Schedule B of this bylaw.	At time of use
Utility Fees	See Tariff Structure as approved by IRAC	Within 30 days of billing

Filed on behalf of the Minister of Communities, Land and Environment in accordance with s.129 of the *Municipal Government Act*.

Wendy Milner  
Signed

8/22/18  
Dated

## Schedule B

### RURAL MUNICIPALITY OF VICTORIA FEE RATES FOR MUNICIPAL BUILDINGS OLD SCHOOL (Victoria Community Centre)

- Office Space (18' x 12')
  - \$225 + HST monthly (includes internet)
  - \$200 + HST monthly for non-profit organizations (includes internet)
  - Minimum lease agreement – 1 year

- Large Room (approx. 60.5' x 25.5')  
Meetings & conventions/parties/anniversaries/cultural activities

50+ People

- Non Residents:
- Daily Rate \$200 + HST
  - Half Day Rate \$100 + HST
  - Weekly Rate \$250 + HST

Residents & Non-Profit organizations – 50% of above rates

Less than 50 people

- Non Residents
- Daily Rate \$100 + HST
  - Half Day Rate \$50 + HST
  - Weekly Rate \$200 + HST

Residents & Non-Profit organizations – 50% of above rates

Rates include use of tables, chairs, kitchen facilities and wi-fi)

Janitorial fee \$25 (charged for all day/half day and weekly events)

Community organized events/meetings of Victoria Associations (VBA, VHA, VSM & WI) – no charge but clean up after event

#### Weddings

Daily Rate - \$500 + HST (includes use of tables, chairs, kitchen facilities)

Janitorial fee \$50

### VICTORIA HALL (October – May)

- Auditorium (150 seat capacity)
  - Daytime rental - \$200 + HST
  - Half day rental - \$100 + HST
  - Light and sound technician – fees to be negotiated with Victoria Playhouse
  - Residents + non-profit organizations – 50% of above rates
  - Janitorial fee \$30

- Palmer Room (40 seat capacity)
  - Daytime rental - \$50 + HST
  - Half day rental - \$25 + HST
  - Residents + non-profit organizations – 50% of above rates
  - Janitorial fee \$30

Community organized events/meetings of Victoria Associations (VBA, VHA, VSM, WI) – no charge but clean up after event

### LIGHTHOUSE

Donations towards upkeep of building to be negotiated annually & memorandum of agreement signed.

VICTORIA PARK – Requested special event – to be negotiated on an per event basis