

CITY OF NANAIMO

BYLAW NO. 7336.13

A BYLAW TO AMEND FEES AND CHAGES FOR THE FINANCE DEPARTMENT

---

WHEREAS Section 363 of the Municipal Act authorizes Council to impose a fee or charge payable in respect to all or part of a service or regulatory scheme of a municipality;

THEREFORE BE IT RESOLVED that the Municipal Council of the City of Nanaimo in open meeting assembled, HEREBY ENACTS AS FOLLOWS:

Title

1. This Bylaw may be cited for all purposes as the City of Nanaimo "Fees and Charges Amendment Bylaw 2024, No. 7336.13".

Amendment

2. The City of Nanaimo "Fees and Charges Bylaw 2021, No. 7336" is hereby amended by deleting the Finance Fees section in its entirety and replacing it with the attached Finance Fees.

PASSED FIRST READING: \_\_\_\_\_  
PASSED SECOND READING: \_\_\_\_\_  
PASSED THIRD READING: \_\_\_\_\_  
ADOPTED: \_\_\_\_\_

---

MAYOR

---

CORPORATE OFFICER

## **FINANCE FEES**

Accounts Receivable Interest <i>Note: additional charge shall be added to general Accounts Receivable outstanding on the 30th day of the month following the billing date, unless a different penalty is specified in a bylaw pertaining to the service provided.</i>	1.5%
Information Requiring Research	\$7.50 per ¼ hour
Photocopying of documents – black and white	
• (8 ½ x 11 or 8 ½ x 14)	\$0.25/page
• (11x 14)	\$0.30/page
Photocopying of documents – colour (all sizes)	\$1.65/page
Internet Charges (Web Customer)	
• Tax Certificates	\$8.00
• Development Services Information	Free
• All Other Information (per button)	\$0.25
Property Listing of Outstanding Taxes for Mortgage Companies (charged to a financial institution)	
• Electronic Copy	\$2.00/folio
• Printed Copy	\$5.00/folio <small>Note: minimum charge \$10.00</small>
Property Listing for Property Management Companies or Other Agents for Properties	
• Electronic Copy	\$2.00/folio
• Printed Copy	\$5.00/folio <small>Note: minimum charge \$10.00</small>
Property Tax Notice & Statement	
• Owner – Current Year (printed or emailed)	No charge
• Non-owner – Any Year (printed or emailed)	\$10.00/notice
• Owner – Each Previous Year (printed)	\$10.00/notice
Property Tax Certificate	
• Non-owner (printed or emailed)	\$10.00/certificate
Refund Processing Fee <i>Note: applicable per account.</i>	\$25.00
<i>Returned NSF</i> <i>Note: returned payments by the same payor at the same time will have the fee split equally between all affected accounts up to five (5) accounts. Any account thereafter will have a \$5 fee applied to it.</i>	\$25.00
User Rates Leak Adjustment Fee <i>Note: applicable per leak instance</i>	\$20.00
User Rates Statement (printed)	\$2.00/statement