

DIAMOND IMPROVEMENT DISTRICT

BY-LAW NO. 203

A By-Law to establish miscellaneous service fees and other charges payable to the Improvement District and the terms of payment thereof.

THE TRUSTEES of the Diamond Improvement District in open meeting assembled ENACT AS FOLLOWS:

1. The following general service fees are hereby fixed and made payable to the District:
 - (a) Photocopies will be charged at the rate of \$0.25 per page.
 - (b) Any other costs for reproduction, duplication or shipping will be at actual cost of the work.
 - (c) A charge of \$20 for each request of information on change of ownership or mortgage registration.
 - (d) A charge of \$40 is levied for each time a cheque is processed in payment of an account with the Improvement District which does not clear the payer's account due to insufficient funds.
 - (e) For information requests pursuant to the *Freedom of Information and Protection of Privacy Act*, a maximum fee may be charged for locating and retrieving a record, preparing it for disclosure or producing it manually, as set out in the Regulation to that Act.
2. Where staff or equipment of the District are requested to render service, the party requesting such work, service or materials will pay the following charges:
 - (a) For staff, the charge will be at the employees' wage rate for that time period plus 25%.
 - (b) For equipment, the equivalent to rental rate from an outside agency, at actual cost plus 10% or \$25.00 whichever is greater;
 - (c) For materials, at actual cost plus 10% or \$25.00 whichever is greater.
3. Where staff are required to attend at a residence to clear debris from in and around the water meter box, the owner shall pay:
 - (a) A charge of \$50.00.
4. For all charges in excess of \$10.00 all firms and individuals will be invoiced at month end and terms of payment will be net 30 days. Where possible, for charges less than this, payment is to be at time of service.

5. Bylaw 191 is hereby repealed.

6. This by-law may be cited as the **"Miscellaneous Service Charge Bylaw"**

INTRODUCED and given first reading by the Trustees
On the 17TH day of September, 2019.

RECONSIDERED and finally passed by the Trustees
On the 24TH day of September, 2019.



Chairman of the Trustees



Secretary of the Trustees

I hereby certify under the seal of Diamond Improvement District that this is a true copy of By-Law No. 203 of Diamond Improvement District, passed by the Trustees on the 24th day of September, 2019.



Secretary of the Trustees