

Date: Tuesday, June 10, 2025

To: Elizabeth Tracy, Chief Administrative Officer

From: Gwendolyn Kennedy, Manager, Corporate & Legislative Services

Subject: Fire Prevention Amendment (Inspection Fees) Bylaw No. 991, 2025, and Fees and Charges Amendment (Schedules F & J) Bylaw No. 992 for First, Second and Third Readings

PURPOSE

The purpose of this report is to present to Council for first, second, and third readings, Fire Prevention Amendment (Inspection Fees) Bylaw No. 991, 2025 and Fees and Charges Amendment (Schedules F and J) Bylaw No. 992, 2025.

BACKGROUND

At Committee of the Whole Meeting No. 275, held Tuesday, May 27, 2025, Council considered a [staff report](#) regarding fire inspection fees and passed the following resolution:

Resolution No. 275-5

THAT the Committee of the Whole directs staff to prepare bylaw amendments for Council consideration, setting fire reinspection fees at \$125 in Fire Prevention Bylaw No. 744, 2013 and Fees and Charges Bylaw No. 905, 2021 and eliminating the fire reinspection fee authorized by Business Licence Bylaw No. 855, 2019.

DISCUSSION & COMMENTS

This report presents amendments to Fire Prevention Bylaw No. 744, 2013 (**Appendix A**) and Fees and Charges Bylaw No. 905, 2021 (**Appendix B**), as requested by the Committee of the Whole at the May 27th meeting. Amendments to Business Licence Bylaw No. 855, 2019, will be brought to Council at a future meeting after public notice has been provided pursuant to section 59 of the *Community Charter*.

Fire Prevention Amendment Bylaw No. 991, 2025

Reinspection fees are set out in section 9.2 of Fire Prevention Bylaw No. 744, 2013, as follows:

- 9.2 If more than one re-inspection of a vehicle, land, or building is required to be performed by the Fire Chief to ensure that fire safety violations discovered during a previous regular inspection have been rectified, the owner or occupant of the vehicle, land, or building shall pay a fee as set out in Schedule "B" attached hereto. If the re-inspection relates to land or a building, on that land, and the owner of the land, or building fails to pay to the Village the aforesaid fee, then the Village may recover the amount of

the fee in the same manner and with the same remedies as municipal property taxes.

The statement regarding recovering fees “in the same manner and with the same remedies as municipal property taxes” can be removed because it is included as section 13.2. The new section 9.2 applies a fee to every re-inspection, rather than only to second and subsequent re-inspections, and correctly references fees set out in Fees and Charges Bylaw No. 905, 2021. The new section 9.2 reads as follows:

- 9.2. If more than one inspection of a vehicle, land, or building is required to be performed by the Fire Chief to ensure that fire safety violations discovered during a previous inspection have been rectified, the owner or occupant of the vehicle, land, or building shall pay a fee as set out in Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

Fees and Charges Amendment Bylaw No. 992, 2025

The amendment bylaw replaces Schedule F, Business Licence, with a new Schedule F that removes the fire re-inspection fee and updates the fees table by removing outdated fees that applied prior to 2023. The bylaw also replaces Schedule J, Fire Prevention, setting the re-inspection fee at \$125.

COMMUNICATIONS

Consideration of Fire Prevention Amendment Bylaw No. 991, 2025 and Fees and Charges Amendment Bylaw No. 992, 2025, does not entail a communications element.

LEGAL CONSIDERATIONS

Part 5, division 3 of the *Community Charter* sets out the requirements for passing bylaws.

BUDGET & STAFFING

There are no impacts to the budget or staff hours.

INTERDEPARTMENTAL IMPACT

The changes to fire inspection fees enacted in Bylaws 991 and 992 were reviewed and approved by Fire Chief Adams.

COMMUNITY CLIMATE ACTION PLAN

This initiative has no impact on the Community Climate Action Plan strategies.

STRATEGIC PRIORITIES

Updating fire inspection fees supports Council’s strategic priority *to protect our environment*.

IMPACT ON THE REGION

This initiative has no impact on other jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

THAT Council gives first, second, and third readings to Village of Pemberton Fire Prevention Amendment (Inspection Fees) Bylaw No. 991, 2025.

THAT Council gives first, second, and third readings to Village of Pemberton Fees and Charges Amendment (Schedules F and J) Bylaw No. 992, 2025.

ATTACHMENTS:

Appendix A: Village of Pemberton Fire Prevention Amendment (Inspection Fees) Bylaw No. 991, 2025

Appendix B: Village of Pemberton Fees and Charges Amendment (Schedule J) Bylaw No. 992, 2025

Prepared by:	Gwendolyn Kennedy, Manager, Corporate & Legislative Services
CAO approval:	Elizabeth Tracy, Chief Administrative Officer