

REQUEST FOR DECISION

Subject: 2018 Fees and Charges

Bylaw 388 – 2018 Fees and Charges

Bylaw 389 – Land Use Bylaw Amending Bylaw – Development Fees



Presented to: Council

Date: November 27, 2017

Submitted by: Chris Hughes, Senior
Accountant and Tara Johnston-Lee, Municipal
Clerk

Agenda #: 7.2

RECOMMENDATION

- i) That council give first reading to Bylaw 388 – 2018 Fees and Charges
- ii) That council direct administration to post Bylaw 388 on banff.ca for public feedback.
- iii) That council give first reading to Bylaw 389 - Land Use Bylaw Amending Bylaw – Development Fees Amendment.
- iv) That council schedule and advertise for a public hearing for Bylaw 389 for Monday, December 18, 2017 at 2:00 p.m.

BACKGROUND

Reason for Report

At the November 13, 2017 meeting of the Governance and Finance Committee, the committee reviewed and made recommendations to council for fees to be charged for municipal services in 2018 and to prepare the necessary bylaws for council's consideration. Fees need to be approved by council before coming into effect. Administration recommends that council approve these fees by passing Bylaw 388. Fees set through the Land Use Bylaw require a public hearing prior to final approval and therefore a separate Bylaw 389 has been prepared for consideration.

Summary of Issue

The Town of Banff has a number of fees and charges for Town services or use of Town facilities. The purpose of these fees and charges is to attribute some or all of the cost associated with the service to the user of the service. Each year, administration assesses the fees and charges in place with attention to whether they are reasonable. Administration considers variables such as the cost of the service; the effort and resources required to administer the fee; the fees charged by other municipalities for the services; and the ability for the user to pay. The recommended fees and charges in Appendix A represent the result of this process. Unless otherwise noted, the recommended fees and charges would come into effect January 1, 2018.

A full list of 2017-2018 percentage change fee comparisons can be found in the November 13, Governance and Finance Committee Agenda Package using this link:

<http://www.banff.ca/AgendaCenter/ViewFile/Agenda/11132017-654>

For 2018 a majority of the fees are either unchanged or adjusted for inflationary increase.

Significant fee changes for 2018 include:

1. Business Licence Fees

The fees identified in Schedule B for class 100 are set annually as per section 21 of Bylaw 22-9 based on 50% of the Alberta Tourism Levy for the prior year and is updated based on information provided by an authorized chartered accountant. The remainder of the Schedule

B fees are increased 2%. At the 2006 Banff Lake Louise Tourism annual meeting, members approved a standard fixed increase of 2% per year for the Town's Schedule D business license fees.

The Business Licence base fees were not presented at the November 13th meeting of the Governance and Finance Committee, as they were intended to return as part of a Service Review request, however this request has been removed and only a 2% inflationary increase is being recommended.

		2017 Fee	2018 Fee	Increase
Resident Business License Fee (base amount) - Section 15(a)	per license + schedule B	\$169.00	\$172.00	2%
Non-Resident Business License Fee (base amount) - Section 15(a)	per license + schedule B	\$169.00	\$172.00	2%
Non-Resident Service Sector 30 Day Temporary License - Section 16	per license	\$309.00	\$315.00	2%
Non-Resident Class 400,401,500 One-Day - Section 17	per license	\$210.00	\$214.00	2%
Resident Business with Gross Revenue Deduction - Section 19	per license	\$169.00	\$172.00	2%
Multiple Business on One Premise - Section 20	per license + schedule B	\$169.00	\$172.00	2%
Temporary Retail Sales - licensed elsewhere - Section 21(a)	per license/per day	\$169.00	\$172.00	2%
Temporary Retail Sales - not licensed elsewhere - Section 21(b)	per license/per day	\$725.00	\$740.00	2%

2. Burial Fees

A recommended increase to full, cremation burials, as well as after-hours and weekend burials is recommended based on operating costs in 2017 were pro-rated by the governance and finance committee in 2017 and the rates have been increased to reflect this change.

3. Fire Department

The fees for the aerial truck have increased by 33%.

4. Offsite Levies

The recommended increase to off-site levies in 2018 reflects a change in the Consumer Price Index in Calgary in the preceding calendar year in accordance with Schedule "A" of the off-site levy bylaw (Bylaw 59-4).

5. Parking

A larger than average increase in commercial rates with the intent to make them even with private stall rate in 2019. The commercial rate was established when there was a surplus of parking in the parkade. With the current demand this is no longer necessary.

6. Recreation Fees

Recreation fees have been reviewed following a comparison with other municipalities. Some increases are being recommended to bring the Town fees and charges more in line with the market and to more accurately reflect the cost of services. Some fees structures have been modified to streamlined administrative processes and increase bookings.

7. Water Sewer Rates

The water and sewer rates have been increased based in the 20 year plan that council approved for rate phase in. The water rates will increase by 1.1% and the sewer rates will increase by 6.1% in 2018 then 2% and 6.1% in 2019. Administration will conduct a rate review in 2018 and further changes may be brought forward at that time.

8. Street Use Fees

Increases to fees for sidewalk seating, outdoor display and encroachment agreements have been reviewed following a comparison with other municipalities are being recommended to bring the Town fees and charges more in line with the market and to more accurately reflect the cost of the services.

9. Development Fees

Development fees have been reviewed and some increases are being proposed to more accurately reflect the staff cost to administer the permit based on the complexity of the development permit application process. An increase permit fees form Bed and Breakfast homes and renewals are being recommended to align them with similar commercial development applications.

Response Options

Council may:

- i. give first reading to Bylaw 388 and/or Bylaw 389;
- ii. schedule a public hearing for Bylaw 389 on December 18, 2018 or at a different day or time;
- iii. Not give first reading to Bylaw 388 and/or Bylaw 379 and leave the current rates in place.

IMPLICATIONS OF DECISION**Budget**

The 2018 fees and charges support the 2018 Operating Budget for the provision of municipal services.

Communication

Notice of public hearings are advertised in the local newspaper for two consecutive weeks prior to the meeting.

Notice of the proposed fees and charges bylaw will be posted on the Town Page and on Banff.ca.

For some fees (ie. parking fees) the Town will give notice of any rate increases coming into effect.

For fees that generally impact the community as a whole the fee increase will be advertised on the Town page, brochures, and on the Town's website.

Legislation/Policy

Section 8(c)(i) of the Municipal Government Act allows for the establishment of various fees and charges by bylaw or by resolution.

RELATED DOCUMENT LINKS

[November 13, 2017 Governance and Finance Report – 2018 Municipal Fees and Charges](#)

[Land Use Bylaw 31-3](#)

[Animal Service Bylaw 46-4](#)

[Banff Bench Program Policy C5002](#)

[Business Licence Bylaw 22-9](#)

[Building Permits Bylaw 69-1](#)

[Cemetery Bylaw 39-1](#)

[Fire Department Bylaw 66-2](#)

[Off Site Levies Bylaw 59-4](#)

[Sewer System Bylaw 157-1](#)

[Street and Public Place Use Bylaw 124](#)

[Taxi Bylaw 25-3](#)

[Non-residential Waste Bylaw 377](#)

[Residential Waste Bylaw 376](#)

[Water Bylaw 157-1](#)

ATTACHMENTS

A- Bylaw 388 – 2018 Fees and Charges

B- Bylaw 389 – Land Use Bylaw Amending Bylaw – Development Fees Amendment 2018

C- Draft Consolidated Business Licence Bylaw 22-9

Circulation date: November 16, 2017

Submitted By: On original 2017.11.22
Tara Johnston-Lee, Municipal Clerk

Reviewed By: Kelly Gibson for (2017.11.22)
Robert Earl, Town Manager

TOWN OF BANFF

BYLAW 388

Fees and Charges Bylaw 2018

A Bylaw to Establish the 2018 Fees Charged by the Town of Banff

The Council of the Town of Banff, in the Province of Alberta, duly assembled, ENACTS AS FOLLOWS:

1.0 CITATION

- 1.1 This bylaw may be cited as the Fees and Charges Bylaw.

2.0 PROVISIONS

- 2.1 The fees, rates and charges contained in the attached Schedules “A” to “S” inclusive are hereby established and are subject to the applicable taxes where appropriate.
- 2.2 Where this bylaw establishes a fee that also exists in another bylaw or policy that predates the effective date of this bylaw, the fee in this bylaw shall be the applicable fee and the other bylaw or policy is hereby effectively amended.
- 2.3 The Town Manager is authorized to consolidate the following bylaws and policies to reflect the fees, rates and charges established and amended by this bylaw:
- i. Animal Service Bylaw 46-4
 - ii. Banff Bench Program Policy C5002
 - iii. Banff Building Permit Bylaw 69-1
 - iv. Business License Bylaw 22-9
 - v. Banff Cemeteries Bylaw 39-1
 - vi. Fire Department Bylaw 66-2
 - vii. Off-Site Levies Bylaw 59-4
 - viii. Sewer System Bylaw 17-3
 - ix. Street and Public Place Use Bylaw 124
 - x. Taxi Bylaw 25-3
 - xi. Non-residential Waste Bylaw 377
 - xii. Residential Waste Bylaw 376
 - xiii. Water Bylaw 157-1

3.0 SEVERABILITY

- 3.1 If any clause in this bylaw, including any part of any schedule, is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

4.0 SCHEDULES

- 4.1 Schedules “A”, “B”, “C”, “D”, “E”, “F”, “G”, “H”, “I”, “J”, “K”, “L”, “M”, “N”, “O”, “P”, “Q”, “R”, and “S” form part of this bylaw.

5.0 REPEAL

- 5.1 Bylaw 378, Fees and Charges Bylaw - 2017, is hereby repealed.
- 5.2 Bylaw 381, Fees and Charges Bylaw Amendment No. 1, is hereby repealed.
- 5.3 Bylaw 367, Business License Bylaw Amendment No. 15, is hereby repealed.

6.0 ENACTMENT

- 6.1 This bylaw comes into force when it receives third reading and is signed by the Mayor and the Town Manager or designates.
- 6.2 This bylaw comes into effect January 1, 2018.

READ A FIRST TIME this _____ day of Month, 2017.

READ A SECOND TIME this _____ day of Month, 2017.

READ A THIRD TIME this _____ day of Month, 2017.

SIGNED AND PASSED this _____ day of Month, 2017.

Karen Sorensen
Mayor

Robert Earl
Town Manager

TABLE OF SCHEDULES
FEEES AND CHARGES BYLAW 388
2018 TOWN OF BANFF FEES AND CHARGES

Schedule A	Administrative
Schedule B	Advertising and Display
Schedule C	Animal Services
Schedule D	Banff Bench Program
Schedule E	Buidling Permits
Schedule F	Business Licences
Schedule G	Cemetery
Schedule H	Fire Department
Schedule I	Freedom of Information and Protection of Privacy
Schedule J	Off-Site Levies
Schedule K	Parking
Schedule L	Recreation
Schedule M	Sewer
Schedule N	Special Events
Schedule O	Street and Public Place Use
Schedule P	Taxi
Schedule Q	Waste
Schedule R	Water
Schedule S	Youth Programs

SCHEDULE "A"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
ADMINISTRATIVE FEES

	Unit Base	2018 Fee
Photocopies	per page - black and	\$0.35
	per page - colour	\$0.75
Not Sufficient Funds (NSF)	per cheque	\$50.00
Tax Certificate	per certificate	\$41.00
Penalty on General Accounts Receivable (Does not apply to utility/tax accounts)	per month	1.50%
Staff Housing Laundry - washer and dryer	per machine	\$2.00
Town of Banff Pins	per pin	\$2.00
Organics Containers	per container	cost
Recycle Containers	per container	cost
RCMP Criminal Record Checks	per check	\$30.00
PRINTED MATERIAL		
Preformatted Maps		
Civic Addressing Map	36x48 colour	\$31.00
Land Use Map	36x48 colour	\$31.00
Utilities Map	11x17 colour	\$10.75
Aerial photos and base maps	11x17 colour	\$10.75
Other materials produced from GIS or AutoCAD files		
36x48	colour	\$31.00
24x36	colour	\$20.00
11x17	colour	\$8.00
Formats smaller than 11x17	colour	\$5.00
Administration Charge	per hour	\$80.00
Custom mapping		
Administration Charge	per hour, plus	\$80.00
Production costs	cost of data, supplies	Cost Plus 25%
GIS and AutoCAD ELECTRONIC DATA		
Utilities - Individual (water, storm or sanitary)	per utility dataset	\$130.00
Utilities - Bundled (water, storm and sanitary)	per bundle	\$280.00
Other Existing Datasets	per dataset	\$80.00

**TO TOWN OF BANFF FEES AND CHARGES BYLAW
ADVERTISING AND DISPLAY**

	Unit Base	2018 Fee
Street Pole Banner Installation Policy C101		
Application	base fee	\$255.00
Installation	per banner	\$70.00
Commercial Film Permit		
Fee per day of filming	base fee	\$263.00
Essential Locals Guide to Banff		
For Profit	full page	\$665.00
Not for Profit	full page	\$480.00
For Profit	half page	\$370.00
Not for Profit	half page	\$265.00
For Profit	quarter page	\$220.00
Not for Profit	quarter page	\$115.00

SCHEDULE "C"
TO TOWN OF BANFF FEES AND CHARGES
ANIMAL SERVICES (BYLAW # 46-4)

	Unit Base	2018 Fee
Any spayed female or neutered male dog over 6 months of age	per dog	\$45.00
Any dog under six months of age	per dog	\$45.00
Any unaltered dog over the age of 6 months of age	per dog	\$125.00
Any spayed female cat or neutered male cat over 6 months of age	per cat	\$20.00
Any cat under six months of age	per cat	\$20.00
Any unaltered cat over the age of six months	per cat	\$125.00
Vicious Animal	per animal	\$300.00
Replacement licence tag	per tag	\$10.00
Housing, food and care for each 24 hour period or part thereof		\$35.00

SCHEDULE "D"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
BANFF BENCH PROGRAM (POLICY C5002)

	2018 Fee	
	Cascade	Rundle Bench
New Dedication - Approved	\$4,000.00	\$2,700.00
New Dedication - Phase 1	\$3,400.00	\$2,100.00
Dedication Renewal	\$3,000.00	\$1,700.00
Second Dedication Plaque	\$250.00	\$250.00

SCHEDULE "E"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
BUILDING PERMITS (BYLAW 69-1)

	Unit Base	2018 Fee
Alberta Safety Codes Council	per permit fee value	\$4.50 or 4% to max \$561
Commercial/Institutional	per \$1000 estimated	\$11.11 (minimum fee \$150)
Residential Additions/Alterations	per \$1000 estimated	\$10.25 (minimum fee \$125)
Residential Development (New Construction)	per \$1000 estimated	\$11.11 (minimum fee \$125)
Accessory Buildings	per \$1000 estimated	\$9.75 (minimum fee \$110)
Decks	per \$1000 estimated	\$9.75 (minimum fee \$110)
Fireplaces and chimney permit	per unit	\$101.00
Demolition	per sq. m.	\$2.25 (minimum \$125 - max \$2,500)
Permit issued after construction started without a permit		double fee rate
Plan Re-examination	per unit	\$250.00
Re-inspections	per unit	\$250.00
Safety Inspections	per unit	\$3200.00
Weekend/Stautory Holiday Inspection	per hour	\$150/hr (minumum \$600)
Partial Permit - dwelling units	per unit	\$125 (min \$75/max \$3,500)
Foundation Permit		\$451.00
Permit extension - no revisions	of current building permit	10% (min \$125.00)
Permit extension - with revisions	of current building permit	> of 10% (min \$150.00) or \$85 per hour staff
Re-instatement		One half of current building permit fee
Refunds	of current building permit	25% withheld (min \$75)

SCHEDULE "F"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
BUSINESS LICENCES (BYLAW 22-9)

		2018 Fee
Resident Business License Fee (base amount) - Section 15(a)		per license + schedule B \$172.00
Non-Resident Business License Fee (base amount) - Section 15(a)		per license + schedule B \$172.00
Non-Resident Service Sector 30 Day Temporary License - Section 16		per license \$315.00
Non-Resident Class 400,401,500 One-Day - Section 17		per license \$214.00
Resident Business with Gross Revenue Deduction - Section 19		per license \$172.00
Multiple Business on One Premise - Section 20		per license + schedule B \$172.00
Temporary Retail Sales - licensed elsewhere - Section 21(a)		per license/per day \$172.00
Temporary Retail Sales - not licensed elsewhere - Section 21(b)		per license/per day \$740.00
Business Sector	Class	
Sector I - Lodging		
Lodging - Hotels, B&B Inns, and B&B Homes with greater than four (4) rooms	100	Fee determined annually in accordance with Section 22 of the Bylaw
Lodging - B&B Homes with four (4) rooms or less	101	\$44.73
Sector II - Restaurant/Bar		
Restaurant/Bar	200	\$37.86
Sector III - Retail		
Retail Sales	300	\$0.00 \$2.04
Sector IV - Transportation, Attractions and		
Photographers/Videos	400	\$516.91
Activities/Guiding/ Reservations/DMC/ Event Planners	Owner/Operator or one employee	401A \$516.91
	Two to five employees	401B \$631.77
	Six to nineteen employees	401C \$746.65
	Twenty or over employees	401D \$861.52
Heli Skiing/Heli Hiking	402	\$3,905.54
Horse Livery	403	\$7,581.32
Movie Theatres	404	\$1,263.56
Motor Vehicles	1 – 2 Vehicles	405A \$1,148.68
	3 - 6 Vehicles	405B \$1,723.03
	7 – 19 Vehicles	405C \$3,446.05
	20 – 25 Vehicles	405D \$5,743.42
	26 – 30 Vehicles	405E \$10,338.17
	31 – 35 Vehicles	405F \$12,635.55
	36 – 40 Vehicles	405G \$16,081.60
	41 – 45 Vehicles	405H \$18,378.98
	46 – 50 Vehicles	405I \$20,676.34
Over 50 Vehicles	405J \$22,973.71	
Rental Cars	406	\$2,297.38
Sector V - Service		
Agency or Sales Business, Business Support, Contractors, Automotive Repair, Service or other	Owner/Operator or one employee	500A \$516.90
	Two to five employees	500B \$631.77
	Six to nineteen employees	500C \$746.65
	Twenty or over employees	500D \$861.52
Bank/Financial Institution	504	\$5,973.17
Banking Machines (Full Service ATM)	505	\$1,734.51
Newspapers	506	\$3,216.32
**Miniumum Business Licence Fee		\$516.90

SCHEDULE "G"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
CEMETERIES (BYLAW 39-1)

	Unit Base	2018 Fee
Single Plot Fee Includes Clemation and Perpetual Care		
Adult and Child Plot	per plot	\$510.00
Infant Plot	per plot	\$255.00
Interment Fees		
Full Burial	per burial	\$653.40
Cremation Burial	per burial	\$302.94
Child Burial	per burial	\$510.00
Still Born Burial	per burial	\$280.50
Monument Application Fee	per event	\$75.00
Disinterment	-	Cost Plus 25%
Additional Fees for Weekend, Statutory Holiday or After-Hours Burial		
Burial, After Hours/Weekend/Holiday	per event	\$302.94
Cremation/After Hours/Weekend/Holiday	per event	\$200.00

SCHEDULE "H"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
FIRE DEPARTMENT BYLAW 66-2

	Unit Base	2018 Fee
Unit Response		
Command Vehicle	per hour	\$175.00
Rescue Truck (includes up to six Members)	per hour	\$600.00
Pump Truck (includes up to six Members)	per hour	\$750.00
Aerial Truck (includes up to six Members)	per hour	\$1000.00
Manpower		
One man hour	per person	\$45.00
Supplies		Cost Plus 25%
Inspections		
1st and 2nd annual fire inspection	per inspection	No charge
3rd annual fire inspection	per inspection	\$115.00
4th annual fire inspection	per inspection	\$500.00
5th and subsequent annual inspections	per inspection	\$1000.00
Special Event Permits	per certificate	\$40.00
Occupant Load Certificate	per certificate	\$40.00

SCHEDULE "I"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY FEES

The fees set out in this schedule are the maximum amounts that can be charged to applicants per the Act

	Unit Base	2018 Fee
FOIP Request		\$25.00
For searching for, locating, retrieving, and copying a record	per ¼ Hour	\$6.75
For producing a record from an electronic record:		Actual Cost to Public Body
(a) Computer processing and related charges		Actual Cost to Public Body up to \$20.00/¼ Hour
(b) Computer programming		
For producing a paper copy of a record:		
(a) photocopies and computer printouts:		
(i) black and white up to 8 ½" x 14"	per page	\$0.25
(ii) other formats	per page	\$0.50
(b) from microfiche or microfilm	per page	\$0.50
(c) plans and blueprints		Actual Cost to Public Body
For producing a copy of a record by duplication of the following		
(a) microfiche and microfilm		Actual Cost to Public Body
(b) computer disks	per disk	\$5.00
(c) computer tapes		Actual Cost to Public Body
(d) slides	per slide	\$2.00
(e) audio and video tapes		Actual Cost to Public Body
For producing a photographic copy (colour or black and white) printed on photographic paper from a negative, slide or digital image:		
(a) 4" x 6"		\$3.00
(b) 5" x 7"		\$6.00
(c) 8" x 10"		\$10.00
(d) 11" x 14"		\$20.00
(e) 16" x 20"		\$30.00
For producing a copy of a record by any process or in any medium or format not listed in sections 3 to 5 above		Actual Cost to Public Body
For preparing and handling a record for disclosure	per ¼ Hour	\$6.75
For supervising the examination of a record	per ¼ Hour	\$6.75
For shipping a record or a copy of a record		Actual Cost to Public Body

SCHEDULE "J"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
OFF-SITE LEVIES (BYLAW 59-4)

	Unit Base	2018 Fee
When a building permit is issued for the property		
For gross residential or non-residential floor area to be constructed or developed	per sq. m.	\$21.67
When a subdivision is approved for the property		
For residential or non-residential floor are based upon the maximum gross floor area ration possible for the lands in question.	per sq. m.	\$21.67

SCHEDULE "K"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
PARKING

	Unit Base	2018 Fee
Lower Level of Bear Street Parking Structure, 220 Bear Street		
Commercial	per stall per month	\$82.50
Private	per stall per	\$91.00
CD District Resident	per stall per	\$51.00
Town of Banff Industrial Compound Lots - Monthly Rental		
Car/Trucks Storage	per stall per	\$90.00
	per stall per month, plus	\$90.00
RV's/Trailers Storage	per ft for vehicles over 18	\$1.15

SCHEDULE "L"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
RECREATION

	Unit	2018 Fees	
		Resident	Non Resident
FENLANDS ARENA			
Adult Prime ¹	per hour	\$219	\$255
Adult Non-Prime	per hour	\$145	\$245
Youth Prime ¹	per hour	\$110	\$219
Youth Non-Prime	per hour	\$100	\$200
Alliance Tournaments	per hour	\$120	
Banff Hockey Academy	per hour	\$131	
Banff Hockey Academy Tournament	per hour	\$140	
Additional Dressing Room	12 hours	\$81	\$81
Summer Ice (July - Aug)	per hour	\$202	\$202
Summer Ice Youth (July - Aug)	8am-5pm	\$110	\$202
User Group Damage Deposit	per event	\$200	\$200
Arena or Curling Dry Floor	per hour	\$121	\$170
Arena or Curling Dry Floor Day Rate	10 hours	\$809	\$1,530
1 - Prime Time - between 3:30pm to midnight Monday to Friday and all Saturday & Sunday			
FENLANDS CURLING RINK			
League Play - Per Sheet	Per hour	\$37	
Bonspiels - 19 or less teams	Per bonspiel	\$2,209	
Bonspiels - 20 or more teams	Per bonspiel	\$2,871	
Bonspiel - per sheet	Per hour		\$49
League Play - Per Sheet Ages 6 - 18	Per hour	\$19	
Bonspiels - 19 or less teams Ages 6 - 18	Per bonspiel	\$1,105	
Bonspiels - 20 or more teams Ages 6 - 18	Per bonspiel	\$1,436	
Private Booking - Per Sheet	Per hour	\$42	\$64
FENLANDS MEETING & PUBLIC SPACES			
Concourse	per hour	\$152	\$202
Concourse Day Rate	10 hours	\$960	\$2,275
Meeting Room 1 or 2	per hour	\$27	\$45
Meeting Room 1 or 2 Day Rate	10 hours	\$136	\$227
Lounge	per hour	\$73	\$121
Lounge Day Rate	10 hours	\$303	\$506
Meadow (including inclement weather option)	per hour	\$177	\$303
Special Event Damage Deposit	per event	\$506	\$506

RECREATION GROUNDS			
Little Bow Picnic Shelter	per hour	\$25	\$35
Norquay Picnic Shelter	per hour	\$25	\$35
Protection Mountain Picnic Shelter	per hour	\$32	\$40
Tennis/Basketball Court	per hour	\$32	\$40
Rugby/Soccer Field	per hour	\$30	\$51
Commercial Recreation Programs	per hour	\$45	\$86
Ball Diamonds – Adult Game	per hour	\$40	\$45
Ball Diamonds – Adult League	per season per team	\$591	\$680
Ball Diamonds –Youth League	per season per team	\$60	\$69
Annual Non-Profit Equipment Storage	per annum	\$100	
Annual Non-Profit Equipment Storage	per annum	\$200	
101 BEAR STREET			
Pioneer Room (including kitchen)	per hour	\$58.00	\$105.00
Pioneer Room (including kitchen)	10 hours	\$250.00	\$450.00
Damage Deposit	per event	\$500.00	\$500.00
OTHER FACILITIES & GROUNDS			
Tunnel Mountain Reservoir	per hour	\$135.00	\$225.00
Central Park Gazebo	per hour	\$130.00	\$210.00
EQUIPMENT RENTALS			
Barricade	each	\$3	\$10
Bleacher Seating	each	\$37	\$76
Garbage Cans	each	\$0	\$10
No Parking Sandwich Boards	each	\$2	\$5
Pylons	each	\$2	\$3
Recycling Bins	each	\$0	\$10
Safety Vests	each	\$1	\$5
Tables	each	\$8	\$12
Metal Barricades	each	\$8	\$15
Detour Signage (including stands) *	each	\$4	\$8
Plastic Sandwich Boards (24" x 36")	each	\$5	\$10
Static Message Sign	each	\$37	\$76
Electronic Highway Sign (includes programming, delivery, & removal)	3 days	\$758	\$859
Parking Stalls	each	\$0	\$30
Broomball Equipment	set	\$18	\$18
Portable Bar & Ice Bin	each	\$126	\$126
White board (rolling)(includes markers)	each	\$10	\$10
Flip chart stand	each	\$10	\$10
Flip Chart Kit (markers, paper, sticky tack, pens)	each	\$25	\$25
Projection Screen	each	\$20	\$20
Labour (minimum 3 hours)	per hour	Cost	Cost + 25%
<i>*Certain bookings may require labour charges. Renters will be advised of charges at time of booking.</i>			

ADMISSIONS & MEMBERSHIPS			
Children 4 and under	per visit	\$0.00	\$0.00
Children Aged 5 to 11	per visit	\$3.75	\$3.75
10 Punch Pass	10 visits	\$33.75	\$33.75
Youth Aged 12 to 17	per visit	\$4.00	\$4.00
10 Punch Pass	10 visits	\$36.00	\$36.00
Adults Aged 18 to 64	per visit	\$6.50	\$6.50
10 Punch Pass	10 visits	\$58.50	\$58.50
Seniors Aged 65 to 79	per visit	\$5.50	\$5.50
10 Punch Pass	10 visits	\$49.50	\$49.50
Super Senior Aged 80+	per visit	\$0.00	\$0.00
Family (up to 2 adults & their dependents who reside in the same household)	per visit	\$15.00	\$15.00
Family 10 Punch Pass	10 visits	\$135.00	\$135.00
Shower	per visit	\$5.00	\$5.00
Access Card	N/A	100% discount	
Skate Party 2-11 Attendees	per party	\$200.00	\$200.00
Skate Party 12-20 Attendees	per party	\$275.00	\$275.00
Skate Party 21-30 Attendees	per party	\$325.00	\$325.00
OTHER FEES			
Skate Sharpening	per sharpen	\$6.00	\$6.00
Skate Rental	per pair	\$5.50	\$5.50
Skate Sharpening 10 Punch Pass	10 sharpens	\$55.00	\$55.00
Resale Products - Accessories	per item	Cost + 60%	Cost + 60%
Resale Products - Apparel	per item	Cost + 75%	Cost + 75%
Resale Products - Clearance	per item	Cost + 25%	Cost + 25%
ADMINISTRATIVE FEES			
Booking Changes/Amendments Administrative	per occurrence	\$25.00	\$25.00
Program Cancellation Administrative Fee	per occurrence	\$10.00	\$10.00
Late Booking Cancellation Fee	per occurrence	25% of booking fee	25% of booking fee

SCHEDULE "M"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
SEWER SYSTEM (BYLAW 17-3)

SYSTEM FEES

	Unit Base	2018 Fee
Connection of Sewer Services	per unit	Costs as determined by Manager of Corporate Services
Application for sewage service connection	per unit	\$200.00
Termination of Sewer Service	per unit	\$200.00
Sanitary Dump Station (Commerical Use)	per load	\$40.00
Sanitary Dump Station (Commerical Use)	per load	\$40.00

SCHEDULE "M"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
SEWER SYSTEM (BYLAW 17-3)

SEWER UTILITY RATES

Consumption Rate (per cubic meter)

Town Rate		Out of Town Rate	
2018	2019	2018	2019
\$2.01	\$2.13	\$2.49	\$2.64

Water Meter Service Size	Monthly Base Rate		Monthly Base Rate	
	Town Rate	Out of Town Rate	Town Rate	Out of Town Rate
	2018		2019	
15 mm (.625 inch)	\$13.31	\$17.32	\$14.13	\$18.38
20 mm (.75 inch)	\$14.65	\$19.97	\$15.54	\$21.19
25 mm (1.0 inch)	\$18.64	\$23.95	\$19.78	\$25.41
40 mm (1.5 inch)	\$23.95	\$30.63	\$25.41	\$32.49
50 mm (2.0 inches)	\$38.61	\$47.93	\$40.97	\$50.85
75 mm (3.0 inches)	\$146.43	\$186.37	\$155.36	\$197.74
100 mm (4.0 inches)	\$186.37	\$239.62	\$197.74	\$254.24
150 mm (6.0 inches)	\$279.56	\$346.12	\$296.62	\$367.23
Unmetered Properties	Un-metered rates are based on the service running to the property and are to be set by the Town Manager.			

Consumers 65 years of age and older are eligible for a \$50.00 per annum reduction in annual sewer charges for the residence owned and occupied by that consumer. Such reduction shall be given upon the consumer providing satisfactory evidence to the Manager of Corporate Services of their date of birth.

SCHEDULE "N"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
FESTIVALS AND SPECIAL EVENTS

Application Fees

Destination Tourism Event	\$325.00
Festival and Special Event	\$250.00
Community or Not-for-Profit Event	\$0

Special Event License Fees

Licence Category	Description /Requirements	Fee
Temporary Special Event	A temporary special event is held for a period of 1-4 days. The temporary special event may be: seasonal markets, craft fairs, sport and recreation, cultural exhibits, food and beverage or related. Farmers markets may be considered temporary if they are held less than <4 days.	\$338
Seasonal Special Event	A seasonal special event is held for a period of more than 4 days as determined by Policy C5001. Seasonal special event license may only be applied to approved farmers markets or cultural exhibits.	\$678.77
Community/Not-for-profit Special Event	The applicant must meet the definition for community and not-for profit as established within the Festival and Special Event Policy C5001.	no charge
Non-Resident Special Event Surcharge	A non-resident special event surcharge is applied to organizers of special events who are neither incorporated within the boundaries of the Town nor reflected on the current Town tax assessment roll. The surcharge is paid in addition to the special event license fee.	\$169

Special Event Site Fee (Town of Banff Leasehold)

Participant Site User Fee	Not for Profit	Commercial
Up to 1500 participants	\$320/day	\$640/day
1500+ participants	\$.25/participant/day	\$.35/participant/day

SCHEDULE "O"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
STREET AND PUBLIC USE PLACE (BYLAW 124)

	Unit Base	2018 Fee
Street and Public Place Use Permit Administration	per permit	\$50.00
Street and Public Place Use Fees		
Parking Stall (Public Parking Lot)	per day per stall	\$30.00
Parking and Traffic Lanes (Roadway)	per linear metre per day	\$6.00
Sidewalks and Boulevards – CD and CA Districts	per square metre per day	\$5.00
Sidewalks and Boulevards – areas other than the CD and CA Dist	per square metre per day	\$4.00
Construction or Excavation on a Public Place	per square metre of road use per day	\$3.00
BUSKING FEES		
2 Day Permit	per permit	\$25.00
7 Day Permit	per permit	\$50.00
4 Month Permit	per permit	\$100.00
Sidewalk Seating/Café. CD District	per permit	\$1500.00
Outdoor Merchandise Display, CD District	Private Lands	per permit
		\$200.00
Outdoor Merchandise Display, CD District	Public Lands	per permit
		\$200.00
Storage for Items Removed from the Street	per day	\$105.00
Remedial Work Performed by Town	-	Cost Plus 25%
Encroachment Agreement	per agreement	\$ 350.00

Exemptions from Street and Public Use Fees:

- Use of a Public Place for which a rental fee is charged under the Fees and Charges Bylaw
- Any other application deemed by the Town to be exempt Page

SCHEDULE "P"

TO TOWN OF BANFF FEES AND CHARGES BYLAW

TAXI (BYLAW 25-3)

	Unit Base	2018 Fee
Broker's License	per license	\$31.00
Taxi License Taxi Livery Plate	per taxi	\$62.00
Taxi Driver Annual License Fee	per driver	\$31.00
Taxi Inspection Fee (2 inspections)	per taxi	\$62.00
Taxi Livery Plate Lottery Application	per application	\$100.00

SCHEDULE "Q"

TOWN OF BANFF FEES AND CHARGES

Non-Residential Waste Bylaw 377 and Residential Waste Bylaw 376

Fees For Materials Accepted at the Town of Banff Transfer Site

	Unit Base	2018 Fee
Appliances - stoves, washers, dryers, dishwashers (white metals excluding refrigerators and microwaves)	per item	\$10.00
Ballasts or Fixtures	per item	\$5.00
Batteries (automotive)	per item	\$3.00
Box Spring	per piece	\$15.00
CPU and Keyboard	per set	\$5.00
Furnaces (metal)	per item	\$10.00
Hazardous Waste (when permitted)	per litre	\$5.00
Furniture	per item	\$15.00
Lights - Metal Halide/High Pressure Sodium Bulbs	per item	\$5.00
Hot Water Tanks	per item	\$10.00
Mattresses	per piece	\$20.00
Microwaves	per item	\$5.00
Monitors	per item	\$5.00
Paint	per litre	\$5.00
Printers	per item	\$5.00
Propane Tanks / Cylinders	0-10 lbs tank	\$5.00
	11-20 lbs tank	\$10.00
	21 lbs and up tank	\$15.00
Refrigerators/Freezers/Air Conditioning/Cooling Units	per item	\$20.00
Shipping Pallets	per item	\$3.00
Stereos/Sound Systems & Other Electronics	per item	\$5.00
Televisions	per item	\$5.00
Tires	per item	\$5.00
Yard Waste - Organic (no soils)	per tonne	\$50 (\$10/tonne minimum)
Unsorted Load Handling	per hour	\$180 (\$45/tonne minimum)

Fees only apply to non-residential and out-of-town deliveries except for construction waste.

SCHEDULE "Q"
TOWN OF BANFF FEES AND CHARGES
Non-Residential Waste Bylaw 377 and Residential Waste Bylaw 376
WASTE UTILITY RATES

Definitions

2 Yard Bins: Existing metal bins used throughout the commercial sector, equivalent to 1529 litres in capacity

Extra Scheduled: If a commercial property calls in advance of the day they require a pick up over and above their scheduled pick-ups, this is the rate applied.

Extra Unscheduled: If a commercial property calls on the same day that they require a pick up over and above their scheduled pick-ups, this is the rate applied. It consists of a flat fee of \$230 to have the truck and staff come to the property and then a per bin fee would be applied for every bin emptied during the stop.

2018									
Non-residential Garbage - Quarterly Rates									
2 Yard Bin	Extra	Extra	# of Stops per Week						
# of Bins	Scheduled	Unscheduled	1	2	3	4	5	6	7
1	34	253	292	583	874	1165	1457	1748	2039
2	59	269	506	1011	1516	2021	2526	3031	3536
3	83	286	719	1438	2157	2876	3595	4313	5032
4	108	302	933	1866	2798	3731	4664	5596	6529
5	133	322	1147	2293	3440	4586	5733	6879	8025
6	157	338	1361	2721	4081	5441	6802	8162	9522
7	182	355	1575	3149	4723	6297	7871	9445	11019

Non-residential Garbage - Quarterly Rates									
1100 Litre	Extra	Extra	# of Stops per Week						
# of Bins	Scheduled	Unscheduled	1	2	3	4	5	6	7
1	27	248	232	463	694	925	1157	1388	1619
2	45	260	386	771	1156	1541	1926	2311	2696
3	63	272	539	1078	1617	2156	2695	3234	3773
4	80	284	693	1386	2079	2771	3464	4157	4849
5	98	296	847	1693	2540	3386	4233	5079	5926
6	116	307	1001	2001	3001	4002	5002	6002	7003
7	134	319	1155	2309	3463	4617	5771	6925	8079

660 Litre	Extra	Extra	# of Stops per Week						
# of Bins	Scheduled	Unscheduled	1	2	3	4	5	6	7
1	20	244	170	340	510	679	849	1019	1188
2	31	251	262	524	786	1048	1310	1572	1834
3	41	258	355	709	1063	1418	1772	2126	2480
4	52	265	447	894	1340	1787	2233	2680	3126
5	63	272	539	1078	1617	2156	2695	3234	3773

Non-residential Cardboard - Quarterly Rates

2 Yard Bin	Extra	Extra	# of Stops per Week						
	Scheduled	Unscheduled	1	2	3	4	5	6	7
1	31	250	267	534	801	1068	1335	1602	1869
2	51	263	439	877	1315	1753	2191	2629	3067
3	71	276	610	1219	1828	2437	3046	3655	4264
4	91	289	781	1561	2341	3121	3901	4681	5461
5	110	302	952	1903	2854	3805	4756	5707	6658

1100 Litres	Extra	Extra	# of Stops per Week						
	Scheduled	Unscheduled	1	2	3	4	5	6	7
1	26	246	219	438	657	876	1095	1314	1533
2	40	255	343	685	1027	1369	1711	2053	2395
3	54	265	466	931	1396	1861	2326	2791	3256
4	68	274	589	1177	1765	2353	2941	3529	4117
5	83	284	712	1423	2134	2845	3556	4268	4979
6	97	293	835	1669	2503	3337	4172	5006	5840

660 Litre	Extra	Extra	# of Stops per Week						
	Scheduled	Unscheduled	1	2	3	4	5	6	7
1	20	242	170	340	510	680	849	1019	1189
2	29	248	244	488	731	975	1218	1462	1706
3	37	254	318	635	953	1270	1588	1905	2222
4	46	259	392	783	1174	1565	1957	2348	2739
5	54	265	466	931	1396	1861	2326	2791	3256
6	63	271	539	1078	1617	2156	2695	3234	3773

Non-residential Food Waste - Quarterly Rates					
2 Yard Bin	Extra	Extra	# of Stops per Week		
# of Bins	Scheduled	Unscheduled	1	2	3
1	21	246	175	350	525
2	35	256	304	607	910
3	50	266	432	863	1294
4	65	276	560	1120	1679
5	80	286	688	1376	2064
6	95	296	817	1633	2449
7	109	306	945	1889	2834

660 Litres	Extra	Extra	# of Stops per Week			
# of Bins	Scheduled	Unscheduled	1	2	3	4
1	12	241	102	204	306	408
2	19	245	158	315	472	629
3	25	249	213	426	638	851
4	31	254	268	536	804	1072
5	38	258	324	647	970	1294
6	44	262	379	758	1137	1515
7	51	266	435	869	1303	1737
8	57	271	490	979	1469	1958
9	63	275	545	1090	1635	2180
10	70	279	601	1201	1801	2401
11	76	283	656	1312	1967	2623
12	83	288	711	1422	2133	2844

360 Litres	Extra	Extra	# of Stops per Week		
# of Bins	Scheduled	Unscheduled	1	2	3
1	9	239	77	154	230
2	13	241	107	214	321
3	16	243	138	275	412
4	20	246	168	335	502
5	23	248	198	395	593
6	27	250	228	456	684

Non-Residential Drop Off Rates	
	Rate
Garbage	\$224.00 / tonne
Cardboard	\$54.00 / tonne
Mixed Paper	\$54.00/tonne
Food	\$104.00 / tonne
Recyclable Containers (tin or plastic)	\$192.00/tonne

Residential and Other Waste & Recycling Fees	
Residential	Annual Fees
Per Standard Housing Unit Flat Rate	\$200.00
Bed & Breakfast	
5 or more bedrooms will pay 2 x the Residential fee	\$399.75
Less than 5 bedrooms will pay the Residential fee	\$200.00
Commercial properties with Residential style bins	
Commercial properties using a residential style bin will pay 2 x the 2 Yard bin Commercial Rate for the service they receive due to the bin having twice that capacity.	

Rates for Out of Town Parties Dropping Off Waste & Recyclables	
Description	Rate
Garbage	\$280.00 / tonne
Cardboard	\$92.00/ tonne
Mixed Paper	\$92.00/tonne
Food	\$229.00 / tonne
Recyclable Containers (tin or plastic)	

Construction Waste Drop off Rates (Residential & Non-Residential)	
Description	Rate
Sorted Load	\$155.00 / tonne
Assorted Metals (excluding food containers)	\$100.00 / tonne
Unsorted Load	\$230.00 / tonne
Unsorted Drywall / Gypsum	\$285.00/tonne
Unsorted Asphalt Shingles	\$285.00 / tonne
Fluorescent Bulb	\$2.00/each
Fluorescent Tube	\$0.10/foot
Construction Waste Minimum Charge: \$10.00	

SCHEDULE "R"
TOWN OF BANFF FEES AND CHARGES
WATER (BYLAW 157-1)

SYSTEM FEES

	Unit Base	2018 Fee
Connection of Water Services	per unit	Costs as determined by Town
Application for water supply	per unit	\$200.00
Application for supply termination	per unit	\$200.00
Turn on or turn off	per unit	\$50.00
Failure for owner to attend scheduled service appointment	per unit	\$50.00
Water Hydrant use permit fee/water fill station unit	per day	\$100.00
Hydrant water meter & back flow prevention device deposit	per unit	\$750.00
Water hydrant meter rental/water supply service	per day	\$50.00
Water consumed from a water hydrant	per m ³	\$2.00
Unscheduled requests	per hour	\$60.00
Minimum charge M-F 4 p.m. to 8 a.m. and all day S-S		\$120.00

WATER UTILITY RATES

Consumption Rate (per cubic meter)			
Town Rate		Out of Town Rate	
2018	2019	2018	2019
\$0.95	\$0.96	\$1.19	\$1.21

Water Meter Service Size	Monthly Base Rate		Monthly Base Rate	
	Town Rate	Out of Town Rate	Town Rate	Out of Town Rate
	2018	2018	2019	2019
15 mm (.625 inch)	\$4.99	\$6.50	\$5.09	\$6.63
20 mm (.75 inch)	\$5.49	\$7.50	\$5.60	\$7.65
25 mm (1.0 inch)	\$6.99	\$8.99	\$7.13	\$9.17
40 mm (1.5 inch)	\$8.99	\$11.50	\$9.17	\$11.73
50 mm (2.0 inches)	\$14.49	\$17.99	\$14.78	\$18.35
75 mm (3.0 inches)	\$54.97	\$69.98	\$56.07	\$71.38
100 mm (4.0 inches)	\$69.98	\$89.97	\$71.38	\$91.77
150 mm (6.0 inches)	\$104.97	\$129.96	\$107.07	\$132.56
Unmetered Properties	Un-metered rates are based on the service running to the property and are to be set by the Town Manager.			

The Rates identified in this Schedule shall apply in the calendar year indicated (from January 1 to December 31 inclusive).

Consumers 65 years of age and older are eligible for a \$50.00 per annum reduction in annual water charges for the residence owned and occupied by that consumer. Such reduction shall be given upon the consumer providing satisfactory evidence to the Town Manager of his or her date of birth.

SCHEDULE "S"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
YOUTH PROGRAMS

	2018 Fees				
Out of School (effective September 1)	Local			Non-Local	
Program Name	Daily	Weekly	Monthly	Daily	Weekly
Out of School Club - Regular 5 days (Sept-June)			\$414		
Out of School Club - Regular 4 days (Sept-					
Out of School Club - Regular 3 days (Sept-					
Out of School Club - Regular 2 days (Sept-					
Out of School Club (Daily) - 8:30 - 3:00	\$42				
Out of School Club (Daily) - 8:30 - 6:00	\$61				
Out of School Club (Daily)- 12:00 - 3:00	\$22				
Out of School Club (Daily) - 12:00 - 6:00	\$47				
Out of School Club (Daily) - 3:00 - 6:00	\$22				
Into the Wild- Regular 5 days (Sept-June)			\$414		
Into the Wild - Regular 4 days (Sept - June)			\$351		
Into the Wild - Regular 3 days (Sept - June)			\$279		
Into the Wild - Regular 2 days (Sept - June)			\$198		
Into the Wild -Daily (Daily) 3:00 - 6:00	\$22				
Mountain Adventurers 1/2 Day Friday (Sept - June) Full Session					
Mountain Adventurers 1/2 Day Friday Daily	\$5				
Summer Programs (effective July 1)					
Summer Fun 8:30 - 4:00 (July-Aug)	\$42			\$56	
Summer Fun 8:30 - 6:00 (July-Aug)	\$47			\$66	
Summer Fun Overnight Trips	\$80			\$100	
Specialty Camp - Movie Magic		\$204			\$250
Specialty Camp - Advance Mtn Bike		\$180			\$240
Specialty Camp - Beg Mtn Bike		\$170			\$193
Specialty Camp - Wild Child 1 or 2		\$190			\$207
Specialty Camp - Art		\$180			\$207
Specialty Camp - Dance Around the World		\$180			\$207
Youth Droppin' In	N/A				
Youth Droppin' In - Overnight trip	N/A				
GO Girls/Guys/Youth/B'tween		\$245			\$295
Playground Pals - half day only					
Playground Pals - full day					

BYLAW 22-9 – OFFICE CONSOLIDATION

BEING A BYLAW OF THE TOWN OF BANFF, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR LICENSING OF BUSINESSES OPERATING WITHIN THE TOWN OF BANFF

WHEREAS the Council of the Town of Banff deems it necessary to provide for the regulation and Licensing of all Business carried on within the municipality,

AND WHEREAS Banff is, first and foremost, a town within a National Park and World Heritage Site whose purposes and objectives are set out in the Banff National Park Management Plan and Banff Incorporation Agreement;

AND WHEREAS the Council of the Town of Banff has dedicated a certain proportion of Business License fees levied against Businesses resident in the Town for the purpose of marketing the Town as a tourist destination area;

AND WHEREAS Sections 7 and 8 of the Municipal Government Act, RSA 2000, Chapter M-26 authorizes a council to give the Council authority to pass such a Bylaw;

NOW THEREFORE, the Council of the Town of Banff, in the Province of Alberta, duly assembled, enacts as follows:

CITATION

1. This Bylaw may be cited as the “Business License Bylaw.”

DEFINITIONS

2. In this bylaw:
 - a) Any reference to a named act is a reference to an Act of the Legislature of Alberta, as amended from time to time;
 - b) Any reference to a Town of Banff staff position, department or committee, the reference is deemed to be to the current name that the staff position, department or committee is known by.
 - c) The definitions in Schedule “A” will apply to the corresponding words if the first letter of that word is capitalized in this bylaw:

LICENSING REQUIREMENTS

3. Except as otherwise provided for in this Bylaw, a License is required to carry on or operate any of the following Businesses:
 - a) Resident Business
 - b) Non-Resident Business
4. The following conditions are sufficient to establish that a Business is being carried on:
 - a) Proof of one transaction or offer to transact, or
 - b) Any advertising of a Business.
5. Residents and non-residents of the Town shall be entitled to equal rights in all matters relating to the issuance of Licenses.

6. Separate Licenses are required if two or more owners are operating Businesses from the same Business Premises.
7. No License shall be required to carry on or operate any Business that is exempt under the provisions of any Statute of Canada or the Province of Alberta. The onus of proving that a Business is exempt from requiring a License is on the Business alleging the exemption.
8. No License shall be required by the operator or participants to carry on or operate a craft sale, a rummage sale, a flea market or a residential garage sale where the duration of the activity is less than seven consecutive days.
9. No License shall be required by a Non-Resident Business to deliver goods within the Town when those goods are purchased by the recipient from a place or business outside the Town.
10. No License shall be issued to a Business carried on or to be carried on partly in the Town and partly elsewhere in Banff National Park unless a License has first been issued by Her Majesty the Queen in right of Canada or her designate.
11. No License shall be issued until such time as the Applicant holds current and valid Municipal, Provincial or Federal permits, approvals licenses or clearances as required by the relevant Municipal, Provincial, or Federal bylaws, statutes or regulations, including a valid Town of Banff development permit.
12. No License shall be issued to a Business which, in the opinion of the License Inspector, is not necessary to meet the purposes and objectives of the Town as are set out in the "Town of Banff Incorporation Agreement" made between the Government of Canada and the Government of the Province of Alberta as of the 12th day of December, 1989 and further referred to in the Town of Banff Land Use Bylaw, the Banff Community Plan, Banff National Park Management Plan and Appropriate Use Guidelines.
13. No License shall be issued for Hawkers.

LICENSE APPLICATION AND FEES

14. Every Applicant for a License, for renewal of a License, or for a transfer of License:
 - a) must provide the following information, in the form prescribed by the License Inspector:
 - i) The civic and legal address for the proposed place of Business;
 - ii) The trade name under which the proposed Business will operate;
 - iii) Where the Applicant is a sole proprietorship or partnership, the full name, mailing address and telephone number of the Applicant or Applicants;
 - iv) Where the Applicant is a corporation, the full name and mailing address of the principal managing employee or employees and the telephone number of the Business;
 - v) Any certificate, authority, License or other document of qualification under this or any other Bylaw, or under any Statute of Canada or the Province of Alberta that may be required in connection with the carrying on of the Business;
 - vi) Such other information as the License Inspector may reasonably require.

OFFICE CONSOLIDATION Town of Banff Bylaw 22-9 – Business Licensing

15. An Application for a License or for a renewal of a License shall not be considered by the License Inspector until the fees as set out in this bylaw have been received by the Town. Unless otherwise indicated in this bylaw, the fees shall be:

- a) ~~\$169~~ \$172; and
- b) the amounts in Schedule “B;” and
- c) in the case of a Non-Resident Business, ~~\$169~~ \$172.

amended 2010.12.16 Bylaw 303
amended 2017.01.01 Bylaw 367
amended 2018.01.01 Bylaw 389

16. Any Non-Resident Business in the Service sector may be issued up to two (2) temporary Business Licenses per calendar year, which shall be valid for thirty (30) consecutive days from issue, upon approval from the License Inspector for a License fee of:

- a) ~~\$169~~ 175; plus
- b) \$140, allocated as a Schedule B fee

added 2010.12.16 Bylaw 303
amended 2017.01.01 Bylaw 367
amended 2018.01.01 Bylaw 389

17. For 2014, and each year thereafter, any Non-Resident Business that is engaged in class 400, 401 or 500 may be issued a temporary Licence, valid for twenty-four hours from issue from the Licence Inspector for a License fee of:

- a) ~~\$115.00~~ \$119; plus
- b) \$95.00, allocated as a Schedule B fee.

amended 2013.12.24 Bylaw 331
amended 2014.11.24 Bylaw 341
amended 2017.01.01 Bylaw 367
amended 2018.01.01 Bylaw 389

18. Any Non-Resident Business who has held a temporary Business License in accordance with **section 16** and who subsequently applies for an annual License within the same calendar year shall be credited with the fee amount already received.

added 2010.12.16 Bylaw 303
amended 2017.01.01 Bylaw 367

19. Notwithstanding the fees set out in this bylaw, if an Applicant for a Resident Business License satisfies the License Inspector by way of statutory declaration or otherwise that the gross annual revenue of the Business is \$30,000.00 or less, the total Business License fee shall be ~~\$169~~ \$172, with 50% of the fee allocated as a Schedule “B” fee.

amended 2010.12.16 Bylaw 303
amended 2017.01.01 Bylaw 367
amended 2018.01.01 Bylaw 389

20. When a License is issued to a Business to carry on operations in two or more Business Sectors from the same Business Premises, the License fee shall be calculated as ~~\$169~~ \$172 plus the fee amounts in Schedule “B” for each Business Sector Fee in which the Business operates.

amended 2010.12.16 Bylaw 303
amended 2017.01.01 Bylaw 367

21. Temporary Sales located in an established commercial premises will be subject to a daily License fee of:

- a) ~~\$169~~ \$172/day if already licensed elsewhere in Banff for the same category;
- b) ~~\$725~~ \$740/day if not licensed elsewhere in Banff for the same category.

amended 2010.12.16 Bylaw 303
amended 2017.01.01 Bylaw 367

22. The Business Licence Fee, pursuant to Schedule “B”, for each Hotel, Bed and Breakfast Home, and Bed and Breakfast Inn with greater than four rooms shall be determined by the Town each year in accordance with the following:

- a) Every Hotel, Bed and Breakfast Home and Bed and Breakfast Inn, greater than four rooms, shall provide to the Licence Inspector, or to any person authorized by the Licence Inspector, on or before November 15, of each year, commencing in 2006 the information specified in **Section 22(b)** of this Bylaw;
amended 2013.12.24 Bylaw 331
- b) For 2007, and each year thereafter, the Business Licence Fee shall be an amount equal to 50 percent of the Alberta Tourism Levy, as defined in the Tourism Levy Act, RSA 2000, c. T-5.5, payable by that Hotel, Bed and Breakfast Home or Bed and Breakfast Inn with greater than four rooms, for the prior year, subject to any acceptable adjustments thereto as reported in an acceptable form, to the Licence Inspector by such business or their authorized agent which shall include any chartered accountant authorized on behalf of such businesses to provide this information to the Licence Inspector;
- c) Any amendment to this bylaw provision shall not be operative until the expiry of 12 consecutive months commencing as of the first day of the January following the year in which any such amendment is passed by Council.

23. All Business Licence fees are due and payable:

- a) For all Business except for Hotels, Bed and Breakfast Homes, and Bed and Breakfast Inns with greater than four rooms, thirty days after the date invoices are sent to Licensees.
 - i) Notwithstanding **section 23(a)**, All Business except for Hotels, Bed and Breakfast Homes, and Bed and Breakfast Inns with greater than four rooms may enter into a payment plan with the Town to make three equal payments due on March 31, June 30, and September 30 of each calendar year, providing:
 - a) The Licensee’s account with the Town is in good standing,
 - b) The Business License for which the fee is due is active from January 1 to December 31 of the calendar year, and
 - c) The License Inspector has not approved a reduction of the fee in accordance with **section 19** of this bylaw.
 - ii) If a Licensee who has entered the payment plan in accordance with **section 23(i)** fails to make two consecutive payments, the full amount owing is due and payable and the Licensee is ineligible for the payment plan for the next calendar year.

amended 2011.12.19 Bylaw 312

- b) For Hotels, Bed and Breakfast Homes, and Bed and Breakfast Inns with greater than four rooms, following issue of an invoice, in accordance with the following:

Percentage of Annual Fee	Date Payment is Due
20%	March 31
25%	June 30
40%	September 30
15%	December 31

24. Charitable and Non-Profit Organizations and Family Day Homes, as defined in this Bylaw, are exempt from all requirements of this Bylaw.

amended 2008.03.27 Bylaw 278

25. If a Hotel, Bed and Breakfast Home, or Bed and Breakfast Inn with greater than four rooms ceases operations for any reason within a licensing year, the Business Licence fee up to the date the Business ceases operations is due and payable.

26. Any Resident or Non-Resident Business which commences Business or operation after January 1st and has not previously been in operation in that calendar year shall pay prorated amount of the appropriate License fees provided for in this bylaw, which amount shall be prorated on a quarterly basis.

27. The License Inspector may allow any Business closed for a renovation for which a development permit or a building permit has been issued to pay a prorated License Fee, based on the period of time the Business is closed due to the renovations.

28. License fees must be paid in full by the due date. Post-dated cheques must be valid the date on which payment is due. A License fee is non-refundable. Unpaid Licence fees are a debt owed to the Town.

amended 2014.11.24 Bylaw 341

29. Where a License fee has been paid by an uncertified cheque the License

- a) may be issued subject to the cheque being accepted and cashed by the bank, and
- b) will be automatically revoked if the cheque is not accepted and cashed by the bank on which it is issued.

30. The fee to replace a lost license is \$25.

31. A Licensee may transfer a License issued to him to another person or to another Business Premises, or change the information contained on the License upon approval of the License Inspector.

32. All License fees shall be used:

- a) for the administration and enforcement of this Bylaw, for visitor experience project funding, and for other municipal services, and
- b) in the case of Schedule “B” for the marketing and promotion of the Town as a tourist destination area.

TERM OF LICENSE

33. Every annual License issued under the provisions of this Bylaw, unless revoked, cancelled or surrendered, shall terminate at midnight on the 31st day of December of the year in which said License was issued.

amended 2010.12.16 Bylaw 303

34. Notwithstanding **Section 33**, unless the Town is notified in writing of surrender or cancellation, a Business holding a valid License on December 31st is deemed to wish to renew that License for a subsequent year, and the Town will issue an invoice to that Business for the fee owing in accordance with this bylaw. If the License fee is not received by the Town within the time periods provided for in **Section 23**, the fee will be subject to monthly interest charges, until such time that it is paid or is determined by the License Inspector that the license is surrendered or cancelled. Where interest is charged, it shall be charged on the outstanding balance each month and the monthly rate of interest used to calculate the interest owing shall be one and one half percent (1.5%).”

35. Where the Town has approved a quarterly payment structure for Business License fees, the License will be considered surrendered if any of the four payments is not received in full by the Town within thirty days of the due date provided for in this Bylaw.

POSTING OR PRODUCTION OF LICENSE

36. A Licensee shall:

- a) post the License in a prominent visible location in the Business Premises; or
- b) if it is not practical to post the License, produce the License forthwith upon demand by a License Inspector or Bylaw Services Officer.

NATIONAL PARK REGULATIONS

37. The granting of a License pursuant to this Bylaw does not of itself establish that the holder of the License is a "Resident" as defined in the National Parks Lease and License of Occupation Regulations (Canada) as amended.

CONSULTATIONS

38. The License Inspector may consult, prior to issuing or renewing a License, with the Province of Alberta, the RCMP, Parks Canada, Headwaters Regional Health Authority, and any Town Department to determine whether they are in possession of information which, in the opinion of the License Inspector, renders it inappropriate for an Applicant to be issued a License.

39. The License Inspector may determine that it is inappropriate to issue a License to an Applicant where the safety, health or welfare of the public may be at risk due to the issuance of a License.

40. With respect to License renewal, the License Inspector may renew the License without consulting the Town Planning and Development department, if the Town Planning and Development department has previously confirmed that all necessary approvals required under the Town's Land Use Bylaw have been obtained, and

- a) There has not been a change in the Business ownership since the Town Planning and Development department gave approval, and
- b) The Business has been carried on continuously at the same Business Premises and in the same manner.

41. Subject to the provisions of this Bylaw, upon receipt of an Application for a License, the License Inspector may

- a) grant a License, or
- b) refuse a License, if the Applicant is in breach of this or any other Bylaw of the Town, does not have an occupancy permit (if required pursuant to the Town's Building Permit Bylaw), has not met the requirements of this Bylaw, or in the License Inspector's opinion, there are other just and reasonable grounds for the refusal of the Application.

INSPECTIONS

42. Where a Business requires a Business Licence or is Licensed, then the Business Premises and surrounding lot may be inspected by a License Inspector or Bylaw Services Officer, who shall at all reasonable times have the right to enter upon any Business Premises required to be Licensed under the provisions of this Bylaw for the purpose of inspection or for the purpose of ascertaining if the provisions of this or any other Bylaw of the Town are being complied with.
43. A Licence Inspector or Bylaw Services Officer may inspect a Business Premises or site at which a contractor is working for the purpose of ascertaining if the provisions of this or any other Bylaw of the Town are being complied with
44. A person whom a License Inspector reasonably believes is carrying on a Business requiring a Business License, or who is an Applicant, shall,
- a) permit and assist in all inspections requested by a License Inspector or Bylaw Services Officer;
 - b) furnish to a License Inspector or Bylaw Services Officer all identification, information, or documentation related to the inspection or Licensing requirement; and
 - c) not provide to a License Inspector or Bylaw Services Officer false or misleading information or information intended to mislead with regard to any matter or thing arising in connection with the Licensing of the Business.
45. No person shall attempt to prevent, obstruct or hinder a License Inspector or Bylaw Services Officer from making an inspection authorized by this Bylaw.
46. During an inspection authorized under this Bylaw, a License Inspector or Bylaw Services Officer may examine any Business record or document for the purpose of enforcing this Bylaw, remove any relevant record or document from the Business Premises for the purpose of copying it, and will provide a receipt for any document or record so removed.

REFUSAL, REVOCATION, SUSPENSION

47. A License Inspector shall refuse an Application if, in the opinion of the License Inspector, any Licensing requirements of this bylaw have not been met or the License Inspector has reasonable grounds to believe that operation of the Business poses a danger to the safety, health or welfare of the public. amended 2008.03.27 Bylaw 278
48. A License Inspector may suspend or revoke a License if:
- a) The Licensee fails to comply with the Licensing requirements of this bylaw; or
 - b) The License Inspector has reasonable grounds to believe that operation of the Business poses a danger to the safety, health or welfare of the public. amended 2008.03.27 Bylaw 278
49. The License Inspector may make inquiries and receive information, including information from the Applicant, to determine whether there are just and reasonable grounds for the refusal of an Application, or a revocation, or a suspension of a License. amended 2008.03.27 Bylaw 278
50. A suspension of a License may be:
- a) for a period of time not exceeding the unexpired term of the License; or
 - b) where the suspension is for non-compliance with the licensing requirements of this bylaw, until the holder of the suspended License proves compliance to the satisfaction of the Licence Inspector.

51. A License may be revoked or suspended for non-compliance with any law or regulation notwithstanding that the holder of the License has not been prosecuted for a contravention of that law, where the License Inspector has reasonable grounds to believe that the Licensee poses a danger to the safety, health or welfare of the public, to the protection of property.
52. When an Application for a License is refused, or when a License is revoked or suspended, the License Inspector shall notify the Applicant or Licensee, in writing, of the refusal, revocation or suspension and the reasons for it:
- a) by delivering a notice to the Applicant or Licensee personally; or
 - b) by delivering a notice by registered mail to the Applicant's or Licensee's most recent place of Business or residence as shown on the License or Application.
53. After the delivery of a notice of the refusal of an Application or a suspension or revocation of a License, the Business shall not be carried on until such time as a License is issued or the suspended License is reinstated.

amended 2008.03.27 Bylaw 278

APPEALS

54. Where an Application for a License has been refused, a License revoked or suspended or an exemption has been refused, the Application may appeal the decision to Council. All appeals shall be made in writing addressed to the License Inspector of the Town, and received by the Town within 45 days of the date of issue of refusal, revocation or suspension.

amended by Bylaw 261

55. Any Applicant for a License may appeal to Council the License fee imposed or the Business Sector of Business applied to the Applicant. All appeals of License fee or Business Sector shall be made in writing addressed to the License Inspector of the Town and received by the Town, on or before the due date for payment of the License fee.

56. Upon receipt of any appeal under **Section 54 or 55** Council, or a Committee appointed by Council, shall:

- a) Schedule and hold an appeal hearing not more than thirty days following receipt of appeal;
amended by Bylaw 261
- b) Advertise the date, time and details of the appeal hearing at least once a week for two consecutive weeks in at least one newspaper or other publication circulating in the area to which the appeal relates;
- c) Allow any third party to make written or oral representation in support of or in opposition to the appeal at its first regular meeting following receipt of the recommendation;
- d) If a committee hears the appeal, make a written recommendation to Council within fifteen days of the hearing following which Council shall make a decision upon the appeal;
- e) If Council hears an appeal, make a decision on the appeal.

57. Council may extend the time frames referred to in **Section 52** of this Bylaw, but any such extension shall not exceed fifteen (15) days in total.

VIOLATIONS

58. Any Person who contravenes a provision of this bylaw or the terms of any permit issued pursuant to this bylaw is guilty of an offence and is liable for the penalty set out in Schedule "C", or if no penalty is specified in Schedule "C" for the particular offence, for the penalty in accordance with **Section 61** of this bylaw.

59. When a corporation commits an offence under this bylaw, every principal, director, manager, employer or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.
60. If a partnership is guilty of an offence under this bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.
61. Violation tickets:
- a) Where a License Inspector reasonably believes that a person has contravened any provision of this bylaw, the License Inspector or Bylaw Services Officer may serve upon the person a Violation Ticket, allowing payment of the specified penalty set out in Schedule “C” for the offence, and the recording of such payment by the Court shall constitute acceptance of a guilty plea and the imposition of a fine in the amount of the specified penalty.
 - b) This section shall not prevent any License Inspector or Bylaw Services Officer from issuing a ticket requiring a court appearance of the defendant, pursuant to the provisions of the Provincial Offences Procedure Act or from laying an information in lieu of issuing a Violation Ticket.
62. Except as otherwise provided in this Bylaw, a person who is guilty of an offence under this Bylaw for which a penalty is not otherwise provided, is liable to a fine of not less than \$200.00 and not more than \$500.00.
63. The imposition of a fine either by issuance of a Violation Ticket or by summary conviction in court shall not relieve any person so fined from any debt owing to the Town for an unpaid Business Licence.

TRANSITION

64. If any clause in this Bylaw is found to be invalid, it shall be severed from the remainder of the Bylaw and shall not invalidate the whole Bylaw.
65. Schedules “A,” “B,” and “C” form part of this Bylaw.
66. Bylaw 22-8 and Bylaw 255 are repealed upon this Bylaw coming into force.
67. This Bylaw comes into force on January 1, 2007.
- Read a first time this 27th day of November, 2006.
- Read a second time this 11th day of December, 2006.
- Read a third time this 11th day of December, 2006.

Approved on behalf of the Town of Banff:

John Stutz
Mayor

December 13, 2006
Date

Robert Earl
Town Manager

December 13, 2006
Date

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SCHEDULE “A” - DEFINITIONS

1. **Applicant** means a person who applies for a License or the renewal of a License required by this Bylaw.
2. **Application** means a written Application for a Business License or renewal thereof required under this Bylaw.
3. **Business** means
 - a) a commercial, merchandising or industrial activity or undertaking;
 - b) a profession, trade, occupation, calling or employment, or
 - c) an activity providing goods or services,whether or not for profit and however organized or formed, including a co-operative or association of persons.
4. **Business License** and **Licence, Licensed** and **Licensing** means a License issued pursuant to this Bylaw.
5. **Business Premises** includes any store, office, dwelling, warehouse, yard, building, enclosure or other place occupied, or capable of being occupied, for the purpose of carrying on a Business and in which place the carrying on of a Business is a permitted or discretionary use under the Town’s Land Use Bylaw.
6. **Business Sector** and **Business Sectors** means any one of the following: lodging, restaurants/bars, retail, transportation/attractions/entertainment, or service.
7. **Bylaw Services Officer** means an employee of the Town who has been appointed to the position of Bylaw Enforcement Officer or Bylaw Services Officer pursuant to Bylaw Enforcement Officer Bylaw 5-2.
8. **Carry on, carrying on, carried on** and **carries on** means to conduct, operate, perform, keep, hold, occupy, deal in or use, for a fee or exchange of benefits, whether as principal or agent.
9. **Charitable Organization** means
 - a) any incorporated or unincorporated organization that is formed for a charitable purpose, including a philanthropic, benevolent, educational, health, humane, religious, cultural, artistic or recreational purpose, so long as the purpose is not part of a Business, or
 - b) a person who makes solicitations for contributions to be used for a charitable purpose and who is not connected to any incorporated or unincorporated organization that is formed for the charitable purpose for which the solicitation is made.
10. **Development Officer** means a person appointed as Development Officer by resolution of Council to fulfil the duties specified in the Town of Banff Land Use Bylaw.
11. **Family Day Home** means the accessory use of a dwelling, operated under contract with a Family Day Home Agency, to provide care and supervision on an ongoing basis of six or fewer children including, where applicable, the provider’s own children.

Definition 11 added 2008.03.27 Bylaw 278

12. **Family Day Home Agency** means an individual, partnership, group of individuals or a corporation that contracts with a Child and Family Services Authority to administer a family day home service, which may include provider recruitment, selection, training, and monitoring; assistance to parents with choosing a home; enrolment and placement of children in homes; and may also include the collection of parent fees and payment of providers.
- Definition 12 added 2008.03.27 Bylaw 278
13. **Hawker** means any person who:
- a) goes from house to house selling or offering for sale any merchandise or service, or both, to any person, and who is not a wholesale or retail dealer and direct seller in that merchandise or service, and not having a permanent place of business in the municipality, or
 - b) sells merchandise or a service, or both, on the streets or roads or elsewhere than at a building that is his permanent place of business.
14. **Licensee** means the holder of a valid and subsisting License issued pursuant to the provisions of this Bylaw.
15. **License Inspector** means the Town's Manager of Corporate Services or any other person as may be authorized by Council to enforce the provisions of this Bylaw.
16. **Lodging** means a person, corporation or organization resident in Banff engaged in the rental of accommodation on a short term basis, including hotels, motels, hostels, and bed & breakfasts.
17. **Non-Profit Organization** means a club, society, or association that's organized and operated solely for social welfare, civic improvement, pleasure or recreation, or any other purpose except profit.
18. **Non-Resident Business** means a Business that is carried on, in whole or in part, within the Town, but neither maintains a permanent place of Business within the incorporated boundaries of the Town nor is listed on any current Town tax assessment roll.
19. **Resident Business** means any Business that locates or maintains a permanent place of Business within the incorporated boundaries of the Town, including commercial operations, licensed home occupations and bed and breakfast operations.
20. **Restaurant/Bar** means a person, corporation or organization resident in Banff engaged in the retail sale of food or beverage to the public for consumption within the premises or off the site, and, without limiting the foregoing, includes licensed drinking establishments, restaurants, cafes, delicatessens, ice cream shops, tea rooms, lunchrooms and take-out restaurants.
21. **Retail** means the sale or offering for sale of tangible personal property from a premises in the Town of Banff to a consumer for purposes of use and not for resale, and without limiting the forgoing includes the retail sale of groceries, beverages, baked goods, household goods, clothing, jewellery, furniture and appliances, hardware, printed matter, confectionery, gifts and souvenirs, tobacco, pharmaceutical and personal care items, automotive parts and accessories, office equipment, stationery and similar goods, minor public services, such as postal services and film processing depots, and convenience retail stores from within an enclosed building.

22. **Service** means a person, corporation or organization engaged in the operation of a business in Banff which primarily serves residents or businesses defined as Lodging, Restaurants/Bars, Retail, Ski area or Transportation/Attraction/Entertainment; and without limiting the foregoing includes; agency sales or distributors, automotive, banks, full service banking machines (when no local branch), brokerages, business support services, car washes, cleaning services, contractors, currency exchanges, educational services, financial institutions, garages, laundry and linen supplies, marriage commissioners, newspapers, personal services including massage and spa, printing businesses including publishers, designers and websites, property development firms, property management companies, repair services, service stations, towing companies, trades, travel agencies, and wholesalers.
23. **Town** means the Corporation of the Town of Banff and, where the context requires, the land included within the boundaries of the Town of Banff.
24. **Transportation/Attraction/Entertainment** means a person, corporation or organization resident in the Town of Banff engaged in the operation of public transportation, a photography, film or video production business, a tour and/or guide business, or in the operation of a business which primarily operates as a business encouraging patrons to use its facilities and, without limiting the foregoing, includes movie theatres, live theatres, bowling alleys, pool rooms, museums, gondola lifts, arcades, rentals, golf courses and tennis courts; or in the business of selling, providing or distributing tour packages, tour arrangements and reservation services.
25. **Temporary Sales** means the selling of goods or services, including food and beverages from a temporary location in any place where the public has an expected right of access, but not including sales to a wholesale or retail dealer in any such goods.
26. **Violation Ticket** means any ticket or tag in a form approved by the Town of Banff, authorized under the Provincial Offences Procedures Act, issued for any offence for which a penalty may be paid out of court in lieu of appearing to answer a summons.

OFFICE CONSOLIDATION Town of Banff Bylaw 22-9 – Business Licensing
SCHEDULE “B” – 2018 BUSINESS LICENSE FEES

amended 2013.12.24 Bylaw 331
 amended 2015.01.01 Bylaw 341
 amended 2016.01.01 Bylaw 351
 amended 2017.01.01 Bylaw 367
 amended 2018.01.01 Bylaw 389

BusinessSector	Class	Fee	
Sector I - Lodging			
Lodging - Hotels, B&B Inns, and B&B Homes with greater than four (4) rooms	100	Fee determined annually in accordance with Section 22 of the Bylaw	
Lodging - B&B Homes with four (4) rooms or less	101	\$44.73 per pillow	
Sector II - Restaurant/Bar			
Restaurant/Bar	200	\$37.86 per seat **	
Sector III - Retail			
Retail Sales	300	\$2.04 per sq. ft. **	
Sector IV -Transportation, Attractions and Entertainment			
Photographers/Videos	400	\$516.91	
Activities/Guiding/ Reservations/DMC/ Event Planners	Owner/Operator or one employee	401A	\$516.91
	Two to five employees	401B	\$631.77
	Six to nineteen employees	401C	\$746.65
	Twenty or over employees	401D	\$861.52
Heli Skiing/Heli Hiking	402	\$3905.54	
Horse Livery	403	\$7581.32	
Movie Theatres	404	\$1263.56 per screen	
Motor Vehicles	1 – 2 Vehicles	405A	\$1148.68
	3 - 6 Vehicles	405B	\$1723.03
	7 – 19 Vehicles	405C	\$3446.05
	20 – 25 Vehicles	405D	\$5743.42
	26 – 30 Vehicles	405E	\$10338.17
	31 – 35 Vehicles	405F	\$12635.55
	36 – 40 Vehicles	405G	\$16081.60
	41 – 45 Vehicles	405H	\$18378.98
	46 – 50 Vehicles	405I	\$20676.34
	Over 50 Vehicles	405J	\$22973.71
Rental Cars	406	\$2297.38	
Sector V - Service			
Agency or Sales Business, Business Support, Contractors, Automotive Repair, Service or other	Owner/Operator or one employee	500A	\$516.90
	Two to five employees	500B	\$631.77
	Six to nineteen employees	500C	\$746.65
	Twenty or over employees	500D	\$861.52
Bank/Financial Institution	504	\$5973.17	
Banking Machines (Full Service ATM)	505	\$1734.51 per ATM	
Newspapers	506	\$3216.32	

**** Minimum Business License Fee of \$516.90**

SCHEDULE “C” – SPECIFIED PENALTIES

Schedule C Penalties amended 2013.12.24 Bylaw 331

Section	Description	Amount
3	Carrying on or operating a Business within or partially within the Town without a valid and subsisting Business License.	\$500.00 plus \$100.00 per day for each day the offence continues after conviction.
45	Refusing a License Inspector or Bylaw Services Officer from conducting any inspection authorized by this bylaw.	\$500.00
36	Failing to post the Business License in a conspicuous place on the Business premises of the Licensee.	\$200

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