

3. **CREDIT CARD SERVICE FEE BYLAW**

Report of the Director of Engineering/Program Director, Permit and Application Modernization dated October 3, 2024.

To give three readings to "Credit Card Service Fee Bylaw, 2024, No. 10095" to introduce a credit card service fee for online e-commerce and in-person credit card payments.

## THE CORPORATION OF THE DISTRICT OF SAANICH

### BYLAW NO. 10095

#### A BYLAW TO IMPOSE A SERVICE FEE FOR PAYMENT BY CREDIT CARD

The Municipal Council of the Corporation of the District of Saanich in open meeting assembled enacts as follows:

1. Except as outlined in section 2, when the District of Saanich accepts credit card payments for fees and charges, whether in-person or online, a service charge of 2.4% of the total transaction amount, net of all discounts and rebates, will be added to the payment amount and charged to the payor.
2. The service charge imposed under section 1 does not apply to the following exempt fees or charges:
  - a. Parks, Recreation and Community Service program registrations, rentals, permits and services, excluding replacement tree fees, processed via the District of Saanich's parks and recreation system, under the Parks and Recreation Fees and Charges Bylaw, 2021 No. 9746, as may be amended or replaced from time to time.
  - b. Business licence applications and renewals under the Business Licence Bylaw, 2002, No. 8213, as may be amended or replaced from time to time;
  - c. Bylaw violation tickets, penalties, and fines under the Ticket Bylaw, 2010, No. 9029, as may be amended or replaced from time to time, and the Bylaw Notice Enforcement Bylaw, 2018 No. 9525, as may be amended or replaced from time to time;
  - d. Water utility rates under the Water Utility Bylaw, 2000, No. 8124, as may be amended or replaced from time to time;
  - e. Sewer usage charges under the Sanitary Sewer Bylaw, 2006, No. 8792, as may be amended or replaced from time to time;
  - f. Criminal record check services at the Saanich Police Department;
  - g. Document copying fees under the Document Copying Fee Bylaw, 2008, No. 9923, as may be amended or replaced from time to time;
  - h. Fees related to fire department services under the Fire Prevention and Life Safety Bylaw, 2021, No. 9712, as may be amended or replaced from time to time, and the Fire Services Operational Bylaw, 2021, No. 9713, as may be amended or replaced from time to time;
  - i. Permit fees for fireworks under the Fireworks Regulation Bylaw, 2007, No. 8865, as may be amended or replaced from time to time;
  - j. Fees related to freedom of information requests, under the Freedom of Information and Protection of Privacy Bylaw, 2015, No. 9369;
  - k. Garbage collection and disposal fees under the Garbage Collection and Disposal Bylaw, 20134, No. 9233, as may be amended or replaced from time to time; and
  - l. Dog licence fees and kennel fees under the Animals Bylaw, 2004, No. 8556, as may be amended or replaced from time to time.

3. The service charges assessed and charged under this Bylaw are non-refundable.
4. This bylaw will come into force on December 1<sup>st</sup>, 2024.
5. This bylaw may be cited for all purposes as **“CREDIT CARD PAYMENT SERVICE FEE BYLAW, 2024, NO. 10095”**

Read a first time this        day of                    , 2024.

Read a second time this    day of                    , 2024.

Read a third time this      day of                    , 2024.

Adopted by Council, signed by the Mayor and Corporate Officer and sealed with the Seal of the Corporation on the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Mayor