

ITEM 4  
MANAGER'S REPORT NO. 78  
COUNCIL MEETING 1978 11 06

RE: SCHEDULE OF FEE AMENDMENT - BY-LAW #5096  
BURNABY FIRE PREVENTION BY-LAW (1968)

Following is a report from the Director of Fire Services regarding the proposed establishment of a fee for the rendering of certain services by the Fire Department.

RECOMMENDATIONS:

1. THAT the recommendations of the Director of Fire Services be adopted.

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1978 NOVEMBER 01

TO: MUNICIPAL MANAGER  
FROM: DIRECTOR-FIRE SERVICES  
SUBJECT: SCHEDULE OF FEE AMENDMENT - BY-LAW #5096  
BURNABY FIRE PREVENTION BY-LAW (1968)

RECOMMENDATION:

1. THAT Council amend By-law #5096 (Burnaby Fire Prevention By-Law, 1968) to establish a schedule of fees for Fire Prevention Bureau inspection services relative to sale and conveyance of properties; and
2. THAT the basis for such fee schedule be established at two hours of a Fire Inspector's hourly rate plus administration costs for each inspection (\$20.75 + \$3.25 = \$24.00); and
3. THAT such fee schedule be reviewed annually.

REPORT

It is the practice of the Burnaby Fire Prevention Bureau, upon receipt of written requests from persons and/or firms involved in sale and conveyance of properties in Burnaby, to carry out inspections and reviews of record cards and forward a written report on the condition of the premises relative to the requirements of the various applicable codes, by-laws, etc. in force at that date.

No fees are charged for this service at this time.

A cursory check of records for 1978 show in excess of 35 such requests having been received and processed, and these requests are progressively increasing each year, coming primarily from legal firms outside Burnaby.

The recommended fee reflects the actual time/costs involved in providing this service including related factors such as travel, postage, xeroxing, etc.

  
T. G. Nairn,  
DIRECTOR-FIRE SERVICES

cc: Municipal Solicitor