

**Village of Marwayne
The Fees and Charges Bylaw
Bylaw No. 544-15**

A bylaw of the Village of Marwayne in the Province of Alberta providing for the purpose of setting fees for services provided by the Village of Marwayne in accordance with the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26 and amendments thereto:

WHEREAS, in accordance with the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26 and amendments; and the Freedom of Information and Protection of Privacy Act, S.A., 1994, Chapter F-185.5, as amended, a municipality must make certain information available to the public; and

WHEREAS in accordance with the Municipal Government Act and the Freedom of Information and Protection of Privacy Act, a municipality may pass a bylaw establishing fees to charge for providing information.

WHEREAS, in accordance with the Municipal Government Act, and amendments thereto, a municipality may pass a bylaw establishing fees to charge for providing good and services,

GIVEN THAT Council considers it expedient and in the public interest to establish by Bylaw provisions respecting the collection and charging of fees, in connection with the operation of the Village of Marwayne goods and services rendered within the Village of Marwayne.

NOW THEREFORE, the Council of the Village of Marwayne in the Province of Alberta, duly assembled, hereby enacts as follows:

Citation

1. This bylaw may be cited as “The Fees and Charges Bylaw”.

Provisions

2. The schedule for fees and charges for goods and services, as outlined in Schedule “A” of this bylaw, authorizes the rates to be charged to the community.
3. That a waiver or reduction of the fees established by this bylaw may only be granted under the discretion of the Village of Marwayne Administrator or Assistant but exercising such discretion shall be reported to Council at the next scheduled Council meeting.
4. All previous rates for fees and charges and NOT noted in this bylaw, shall be deemed not changed or adjusted by Council and shall remain intact for those goods and services.
5. This Bylaw repeals, supersedes and takes precedence over all previously passed Bylaws that refer to Fee Schedules for Fees and Charges, as well as any previously passed motions that may be in conflict with this Bylaw.
6. This Bylaw comes into effect upon final reading.

Severability

7. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

Repeal

8. Bylaw No. 538-15 is repealed.

READ A FIRST TIME this 26th day of October, 2015.

READ A SECOND TIME this 26th day of October, 2015.

READ A THIRD TIME this 26th day of October, 2015.

SIGNED by the Mayor and Administrator this 26th day of October, 2015.

Jenelle Saskiw, Mayor

Joanne Horton, CAO

SCHEDULE "A"
BYLAW 538-15 FEES & CHARGES FOR GOODS AND SERVICES

GENERAL OFFICE	
ITEM	FEE – Plus GST
1. For locating and retrieving a record	
2. Supervising the examination of a record	\$27.00 per hr (1 st ¼ hr free)
3. For preparing and handling a record for disclosure	
4. For producing a record from an electronic record: a) Computer processing and related charges b) Computer programming	Actual amount charged to public body \$40.00 per hr
5. For shipping a record or a copy	Actual amount incurred
<u>Photocopying:</u> a) photocopies, hard copy laser print and computer printouts (single or double-sided)	\$0.25 per page 1-49 copies \$0.25 per page 50+ copies \$0.20 per page
<u>Council Minutes:</u> Approved Minutes requested and picked up	Faxed local calls-No charge Photocopying charges apply (depending on amount of copying, a charge of \$27.00/hour for staff time may be levied)
Any other media not listed above	Actual cost to public body
<u>Fax Machine Services:</u> Overseas Calls Not Allowed Public: (i) out-going Canada (ii) out-going US (iii) out-going 1-800 # (iv) in-coming local	\$2.00 ea/page 1 \$1.00/ea/next pages \$3.00/page 1 \$1.00/next pages \$1.00/page 1 \$0.50/next pages \$0.50 ea page
<u>Finance Charges</u> NSF Cheques or insufficient funds	\$50.00 per item
PLANNING, DEVELOPMENT & TAXATION	
<u>Land Use By-Law and Municipal Development Plan Document</u>	\$10.00 ea
<u>Compliance Certificates:</u> (see policy)	\$50.00 each
<u>Land Transfer on our Land sales:</u> (see policy DEV 03)	\$50 + land title charges
<u>Tax Recovery:</u> a) Tax Notification Fee b) Tax recovery (per property, per action) c) online property search	\$50 \$50 \$13

<u>Development Permit:</u> a) Regular including Accessory Building b) Discretionary c) Minor work less than \$1000	\$30 \$75 free
<u>Tax Information:</u> a) Tax Certificate b) Assessment Information c) current assessment information requested by owner of assessed property under sec 299(1) d) Parcel size or confirm legal description e) Determine long or short legal when other is known f) Copy of plans of portion of plans: registered subdivision, descriptive	\$25.00 each \$12.00 with written request no charge no charge no charge no charge
<u>Application to Amend Land Use Bylaw & Municipal Development Plan Bylaw:</u>	\$500
<u>Development Appeal Board Fee:</u>	\$50 reimburse if successful
<u>TRAVIS-MJ permits fixed Municipal Fee:</u>	\$20
<p style="text-align: center;">COMMUNITY SERVICE</p>	
<u>Pins</u>	cost + 25% (includes GST)
<u>Community Facility Rental Bookings</u>	\$10/booking, with cost charged to FCSS (no GST)
<p style="text-align: center;">COMMON SERVICE</p>	<p style="text-align: center;">FEE – plus GST</p>
<u>Driveway Maintenance:</u> a) seniors b) residential & business	½ the cost of (b) with remainder charged to FCSS \$30. If over 20 minutes then charged at ½ hour intervals
<u>Winter Cemetery Snow Removal Charge:</u>	No charge

<p>Equipment (includes Village employee) per hour charge</p> <ul style="list-style-type: none"> a) Bobcat with standard & snow bucket <ul style="list-style-type: none"> i) with attachments: snow blade, mower, blower b) 3 ton truck c) John Deer Front Mount Mower d) Metal detector e) Transit with operator f) Custom Services (whippersnip, snowblowing etc) g) Supplied materials 	<p>Minimum one hour charge for all \$95</p> <p>\$75</p> <p>\$65</p> <p>deposit \$50, if not returned next day by 8 am, \$50/day rental operator + \$15/hour</p> <p>\$60</p> <p>cost plus 15%</p>
<p><u>Village Personnel/Labor including truck</u></p> <p>2nd Laborer</p> <p>1st person includes truck in cost. Minimum 1 hour call out fee, thereafter charged in portion of hours. After regular business hours charged out at double.</p>	<p>\$90 (PW \$50 + truck \$40)</p> <p>\$40</p>
<p><u>Soil</u></p> <p>Village soil at lagoon/treatment site for over-the-limit for residents</p> <p>Remediated soil at site</p>	<p>\$5/m³ (no transportation)</p> <p>negotiated with Council</p>
<p><u>Interest</u></p> <p>Interest rate to be levied on all accounts receivable outstanding that remain unpaid for thirty (30) days from date of invoice</p> <p>If the bill for services rendered is not paid within 30 days from sending, then the amount owed will be added to their utility bill or tax account pursuant to the Municipal Government Act regulations.</p>	<p>5% /month</p>
<p>FIRE DEPARTMENT</p>	<p>FEE – no GST</p>
<p>Fire Hall Rentals</p>	<p>donation to the Fire Department</p>
<p>Burning Permits (see Bylaw 449-05 for details)</p> <p>Fire Pit permit</p>	<p>No charge – must approach Fire Chief</p> <p>No charge</p>
<p>Equipment Charge out Rate</p>	<p>As Fire Department determines</p>
<p>Requested Fire Inspections- refer to Alberta Municipal Affairs</p>	<p>N/c Safety Code Issue</p>
<p>Occupancy Load Permits- refer to Alberta Municipal Affairs</p>	<p>N/c Safety Code Issue</p>
<p>UTILITIES</p>	<p>FEE – no GST</p>
<p>Bulk Water Key Replacement Charge</p>	<p>\$75</p>
<p>Thawing frozen water services</p>	<p>service not offered, we do not have the equipment</p>
<p>If requested by the Village to drill a hole in the toilet tank to prevent water freeze up's</p>	<p>only the minimum water charge will apply, the overage charge will be waived for the requested months.</p>
<p>Connection/disconnection Fee: A fee will be charged to any account to defray the costs of any of the following during</p>	

regular business hours: 1. shutting off a service 2. reconnect of service following a shut off If called outside of regular business hours, overtime rate will apply	\$35 \$75
Water Meter Replacement when not initiated by Village (usually due to owner negligence)	cost + 15%
2" water meter damage deposit	\$265
Refundable deposit (includes bulk water)	\$200
Non-refundable re-activation fee for non-resident bulk water utility account	\$50
Outstanding utility bills and costs will be added to the applicable tax roll account as authorized by the Municipal Government Act. There will be an administration fee for the transfer and subject to penalties applicable to unpaid taxes.	\$40
Penalty to be added to utility and bulk water billings	5% on all charges remaining unpaid after 30 days from date of sending
The sewer snake will be lent out during regular business hours at no charge. The person borrowing must sign out & in. They will be responsible for replacement of the snake if it is not returned.	

UTILITY RATES:

Utility Fees:

1. That every person, firm or corporation being the owner or occupant of property which is directly or indirectly by a connection to the water supply and distribution system and/or the sewer system of the Village of Marwayne, and/or receives residential garbage service shall pay to the Village, upon receipt of billing of the rates set out as follows:

Classification Monthly	Water Monthly Min.	Sewer Monthly Rate	Garbage Monthly
(a) Residential:	\$49.50 min. for 13.5 cubic meters (m3) overage: 13.5- 32.5 m3: \$2.10/m3 32.5+ m3: \$3.01/m3 Water line fee: \$25	\$14.50	\$26.00
(b) Commercial includes carwash/laundromat	\$55.70 min for 13.5/m3 overage: \$2.10/m3 Water line fee: \$25	\$14.50 – 13.5/m3 & under \$30.02 – 13.6 – 23 \$44.45 – over 23	
(c) Public Buildings (Legion, church etc)	\$49.50 min. for 13.5/m3 overage: \$2.10/m3 Water line fee: \$25	\$14.50	
(d) Industrial – Cargill & Viterra	\$64.20 no minimum all at \$2.10/m3 Water line fee: \$25		
(e) Institutional: Manors & School	\$64.20 no minimum all at \$2.10/m3 Water line fee: \$50	\$73.36	Manor: \$11/apartment *see #5
(f) Bulk Water	\$6.24/m3 with a minimum monthly charge of \$25.50/key Water line fee: \$25		

2. For classification of (a) the minimum monthly charges are set in the table above for 13.5 cubic meters used per a month. The overage rate for consumption greater than 13.5 cubic meters and up to 32.5 cubic meters will be \$2.10 per a cubic meter. Over 32.5 cubic meters is charged an overage rate of \$3.01 per a cubic meter.
3. For classifications of (b) and (c) the minimum monthly charges are set in the table above for 13.5 cubic meters used per a month. The overage rate for consumption greater than 13.5 cubic meters will be \$2.10 per a cubic meter
4. For classifications of (d) and (e) the minimum monthly charges are set in the table above. No minimum consumption applies. All consumption charged at \$2.10 per a cubic meter.
5. Manor pick up will be charged at \$11.00/apartment per a month, based on maximum resident numbers in billing interval.
6. A “water line fee” will be charged on all classifications as shown in the table above.

NEWSLETTER “Voices From The Village”:

Advertising rates: subject to GST

Insert/full page	\$65
1/3 of a column (~double business card size)	\$30
Classifieds	to 15 words \$5 over 15 words \$10
Celebration announcements (thank-you’s, babies, wedding etc)	No charge
Items related to a non-profit organization	No charge

All advertisements must be submitted already formatted, the Village does not do the design. Advertisements include web exposure as each newsletter is posted on our website.

FOR INFORMATION ONLY:

Other fees established in other Bylaws:

<u>Assessment Review Board Fee:</u>	That the Assessment Review Board Clerk must collect a fee of: <ul style="list-style-type: none"> • residential property in respect of three (3) dwellings or fewer \$50 • residential property in respect of more than 3 dwellings \$650 • non-residential property \$650 • farmland \$50 • machinery and equipment \$650 	Bylaw 479-09
<u>Subdivision Application Fees:</u>	Various	Bylaw 398-95
<u>Subdivision Appeal Fee:</u>	\$200	Bylaw 402-96
<u>FOIP</u>		Bylaw 422-99

Animal License and Related Fees

		Fees	Late Penalty (after last day in February)	Fees if paid after June 30 (New Registrants Only)
Animal License Fees				
Dog	Basic	\$30.00	\$30.00	\$15.00
	Spayed or Neutered	\$15.00	\$15.00	\$ 7.50
Cat	Basic	\$30.00	\$30.00	\$15.00
	Spayed or Neutered	\$15.00	\$15.00	\$7.50
Dog or Cat Breeder		\$15.00	\$15.00	\$7.50
Replacement of License		\$5.00		
Transfer of License Registration and tag to new animal		\$5.00		
Impound Fees				
Impound Transportation Fee		\$145.00		
All other impound offenses		Rate set by pound keeper and payable to pound keeper		