

Village of Warburg  
Bylaw #.157/18

**A BYLAW OF THE VILLAGE OF WARBURG IN THE PROVINCE OF ALBERTA, TO ESTABLISH FEES AND RATES FOR SERVICES PROVIDED BY THE MUNICIPALITY.**

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**WHEREAS:** Pursuant to Section 7 of the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, a Council may pass bylaws for municipal purposes respecting the following matters:

- a) People, activities and things in, on or near a public place or place that is open to the public; and
- b) Services provided by or on behalf of the municipality;

**AND:** Pursuant to section 8 of the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, a Council may pass bylaws for municipal purposes respecting the following matters:

- a) Provide for a system of licenses, permits and approvals, including any or all of the following:
  - i) Establishing fees for licenses, permits and approvals; including fees for licenses, permits and approvals that may be in the nature of a reasonable tax for the activity authorized or for the purpose of raising revenue;
  - ii) Establishing fees for licenses, permits and approvals that are higher for persons or businesses who do not reside or maintain a place of business in the municipality.

**THEREFORE:** The Council of the Village of Warburg in the Province of Alberta duly assembled, hereby enacts as follows:

**PART 1: TITLE AND PURPOSE**

- 1. That this Bylaw may be cited as the "Fees Bylaw";
- 2. The purpose of this Bylaw is to establish fees that must be charges for the licenses, permits and approvals provided by the Village.

**PART 11: DEFINITIONS**

- 3. In this Bylaw, unless the context otherwise requires:
  - a) "Village" means the municipal corporation of the Village of Warburg;
  - b) "Municipal Administrator" means the chief administrative officer of the Village of Warburg;
  - c) "Council" means the municipal council of the Village of Warburg.

**PART 111: PLANNING AND INFRASTRUCTURE**

**ENGINEERING AND PUBLIC SERVICES**

- 4. The following user fee charges are established in accordance with Bylaw 103/10 Schedule B:
  - a) Waste Base Rate per month, or any portion thereof,  
To be levied against each Residential Dwelling \$14.65
  - b) Additional waste cart rental and curbside  
collection – per month \$14.65
  - c) Base Rate per month, or any portion thereof,  
To be levied against a 4-plex \$58.60
  - d) Lost or Damaged Cart \$55.00
  - e) Cart Delivery Fee \$25.00
  - f) Sunnybrook Transfer Station Card \$15.00
- 5. The following fees, rates and other charges are established in accordance with Bylaw 103/10 Schedule A:
  - a) Administrative fee for transferring unpaid utility arrears to property taxes \$25.00
  - b) Reconnection Fee
    - i. Monday to Friday, (9:00 a.m.- 4:30 p.m.)  
(regular business hours) \$50.00
    - ii. After Hours \$100.00
  - c) Callout Charge
    - i. Callback charge for water meter installation  
or repair \$50.00  
(Admin. Fee for rebooking a missed appointment)

- d) Application for new service connection (by meter size)
    - i. 1) 5/8" Meter or Metric Equivalent \$450.00
    - ii. 2) 3/4" Meter or Metric Equivalent \$500.00
    - iii. 3) 1" Meter or Metric Equivalent \$600.00
    - iv. 4) 1 1/2" Meter or Metric Equivalent \$950.00
    - v. 5) 2" Meter or Metric Equivalent \$1100.00
    - vi. 6) All other water meter caution fee, deposits shall be established by agreement of Council
    - vii. 7) All applicants must pay a water meter caution fee deposit as outlined in # 1-4 above prior to the issuance of a meter and the commencement of water service.
  - e) Meter Testing Charge \$50.00
  - f) Connection to Curb Cock \$100.00  
 (Public Works must be notified for inspection prior to backfilling.)
  - g) Sale of Bulk Water
    - i. Key Deposit \$100.00
    - ii. Rate per cubic meter \$7.00
  - h) Residential Metered Water Consumption Charge per cubic meter \$1.00
  - i) Residential fixed Infrastructure Charge \$10.00
  - j) Residential Non-Metered fixed fee \$14.00
  - k) Business fixed Infrastructure Charge \$15.00
  - l) Fixed Infrastructure fee 4-plex \$40.00
  - m) Manor/School Metered Minimum \$55.00
  - n) Late Payment Charge
    - i. 2.6% charge applied on the 1<sup>st</sup> of each month on all overdue water charges, levies and previous penalties that are in arrears.
- 6) The following fees, rates and charges levied on all lands serviced by or connected to the sewage system of the Village are established in accordance with Bylaw 103/10 Section A:

- a) Wastewater charges are based on a minimum fixed charge plus a metered water consumption charge for all customers including but not limited to Residential (single family, apartments, condominiums, mobile home parks), Commercial and Industrial Customers.
  - i) Car Wash \$65.00
  - i) 4-Plex \$58.60
  - ii) Hotel \$37.50
  - iii) Residential \$15.00
  - iv) Corner Gas Station \$22.50
  - v) Sewer based on % of water used 60%
- b) Late Payment Charge  
 2.6% chare applied on the 1<sup>st</sup> of each month on all overdue sewer charges, levies and previous penalties that are in arrears.

PLANNING AND DEVELOPMENT

- 7) The following fees payable for any permit issued pursuant to the Building Permit Bylaw are established in accordance with the Building Permit Bylaw #38/00:

*Permits in the Building Discipline*

- a) The fee for each permit shall be calculated on prevailing market value of the work to be undertaken.
- b) The Safety Codes Officer may place a market value of the work to be undertaken for the purpose of determining the permit fee.

Minimum Charge	\$76.00
Indus/Insti/Comm /Residential (Per \$1,000 Const Value)	
i. Up to \$1,000,000 Construction Value	\$7.00
ii. Rem. Over \$1,000,000 Construction Value	\$6.00

Minimum Residential Construction Values:	
i. - Dwelling	\$218.00/sq. ft.
ii. - Dwelling Finished Basement	\$61.00/sq. ft.
iii. - Garage Attached or Detached	\$36.00/sq. ft.
iv. -Solid Fuel Burning Appliance	\$76.00

Manufactured Home/Relocated Home	
i. - On basement/crawlspace	\$406.00
ii. - On other foundation	\$203.00
Demolition	\$76.00
Re-inspection (Not Approved or Ready)	\$133.00
Inspection Fee for Service	\$133.00
Re-issue Expired Permit	\$76.00
Alternative Solution Application	\$507.00

Construction Without Permit

Double Fees Above

- i. A permit expires if the undertaking to which it applies has not commenced within 90 days of the date of issue of the permit, or work is suspended or abandoned for a period exceeding 120 days as may be determined at the discretion of the authority having jurisdiction, or the undertaking is not completed within 365 days from the date of issue of the permit.

When the term of a permit has not expired a permit issuer may, in writing, and on the written request of the permit holder, extend the permit for an additional fixed period of time that the permit issuer considers appropriate.

In the event that a permit has expired, on written request by the permit holder, and at the discretion of the permit issuer, may in writing reinstate the permit for an addition fixed period that the permit issuer considers appropriate, provided no changes have been made or will be made to the original plans and specifications for such work. A fee of one half of the original permit fee will apply. Safety Codes Council fees apply where applicable by SCC policy.

- ii. In the event that the documents submitted with an application for a permit contain substantial errors or omissions and the documents have to be submitted again, a fee equal to one quarter of the amount required under item c) shall be charged for each and every re-examination.

- iii. Where the applicant for a permit is the owner and occupier of the building within which the work is to be done, and obtains the material and personally undertakes the installation, then the permit fee shall be based on twice the prevailing retail market cost of the material. A Safety Codes Officer may place a market value of the work to be undertaken for the purpose of determining the permit fee.

- iv. An additional fee of \$100.00 may be assessed when an inspection is required and the Safety Codes Officer finds the work not ready for inspection, or the work or equipment does not meet the required standards, or the Safety Codes Officer is unable to gain access for the inspection.

- v. For projects undertaken by the Village of Warburg the permit fee only shall be exempt.

- vi. Safety Codes Council operational fee is extra as established by SCC fee policy, as established by the Alberta Safety Codes Council.

vii. Refund

- i) In case of cancellation of a permit, the Village shall retain a minimum \$100.00 refund processing fee. When work has not commenced relative to a permit issued, permit fees may be refunded upon written request to the Safety Codes Authority in accordance with their rules.

- viii. Demolition Permit \$50.00

- ix. Special Inspection, Enforcement, Investigation  
 Research \$100.00/hr.

- x. Evaluation of an Alternate Solution Proposal \$100.00/hr.  
 Minimum \$200.00

xi. Fast Track Residential Permit Review

- i) The intent of the Fast Track Residential Permit Approval is to process a Development Permit and Building Permit application within 72 hours (3 business days) starting the day after the receipt of the application where a builder requires the permit process to be expedited. The Applicant shall be responsible to ensure that all plans and documents required by Code are submitted with the application. Where an Applicant has not provided complete information with the application, the 72 hour time period shall not start until all required information is submitted.
- ii) A fast track fee is in addition to other required permit fees. \$500.00  
  
 When complete information is not submitted with the application an additional fee will be charged. \$100.00

8. The following fees are established to prescribe the application fees for subdivision application pursuant to s.630.1 of the *Municipal Government Act, RSA 2000, Chapter M-26.*

1) Application Fee

- a) The following fees shall be submitted at the time of application to the Village Subdivision Approving Authority:
  - i) Single Detached Residential and Two Dwelling Unit (duplex) Parcels \$210.00 per parcel
  - ii) Multiple Dwelling Residential Parcels And Bare Land Condominium \$210.00 per parcel
  - iii) Commercial \$210.00 per parcel
  - iv) Industrial \$210.00 per parcel
  - v) Urban Services \$210.00 per parcel
  - vi) Urban Reserve \$210.00 per parcel
  - vii) Park \$210.00 per parcel

2) Endorsement Fee

- a) Prior to endorsement of the plan of survey or the C. of T., a fee for each new title, as specified below shall be submitted to the Village.
  - i) Single Detached Residential and Two Dwelling Unit (duplex) Parcels \$100.00 per parcel
  - ii) Multiple Dwelling Residential Parcels \$100.00 per parcel
  - iii) Commercial \$200.00 per parcel
  - iv) Industrial \$200.00 per parcel
  - v) Urban Services \$100.00 per parcel
  - vi) Urban Reserve \$100.00 per parcel
  - vii) Park \$100.00 per parcel
  - viii) Bare land Condominium or Redivision of a Phased Condominium \$25.00 per parcel

9. The following applicable Development Permit Fees are established in accordance with the Land Use Bylaw.

- a) Notification fee for Discretionary Uses \$200.00
- b) Amendment to Issued Development Permit At the Development Officer's Discretion but not to exceed the original permit application fee.
- c) Single Detached Dwelling \$100.00 per dwelling
- d) Show home \$50.00 per dwelling
- e) Duplex Dwellings \$100.00 per dwelling
- f) Tri-plex/Four-plex/Townhouse Dwellings (street fronting) \$50.00 per dwelling unit
- g) Apartments \$100.00 + \$25.00 per dwelling unit
- h) Multi-Unit Residential Development (condominium developments) \$100.00 + \$25.00 per dwelling unit
- i) Hotels/Motels \$100.00 + \$25.00 per Suite

j) Manufactured Home	\$50.00
k) Commercial/Industrial	\$100.00
l) Accessory Building over 18.58 m2	\$25.00
m) Sheds over 10.0 m2	\$25.00
n) Residential Building Addition (exempting apartments)	\$25.00
o) Residential Secondary Suite	\$50.00
p) Garage	\$50.00
q) Home Occupation	\$25.00
r) Change of Use	\$50.00
s) Cannabis Retail	\$2500.00
t) All Other Development Permits	\$100.00
u) Development started prior to issuance of Development permit	Double the applicable fees

10. The following fees and charges are hereby established pursuant to s. 630.1 of the *Municipal Government Act, RSA 2000, Chapter M- 26*:

a) Letters Respecting Compliance	
i) Single Detached Residential Dwellings and Duplexes	\$50.00/letter
ii) Rush Service (within 48 hrs.)	\$100.00/letter
iii) Multiple Dwelling Residential/ Commercial/Industrial/Government/ Institutional	\$50.00/letter
iv) Variance Certificate	\$75.00/appl.
b) Redistricting/Rezoning	
i) All land use district except Direct Control (DC)	\$400.00/appl.
ii) Direct Control	\$500.00/appl.
c) Area Structure Plans/Outline Plans/ Area Redevelopment Plans	
i) New and Major Amendments	\$630.00/appl or \$52.50/gross ha. (whichever is greater), plus \$400/00 advertising fee
ii) Minor Amendments	\$367.50 plus \$400.00 advertising fee
d) Conversion to Condominium	\$40.00/unit
e) Encroachment Agreements	\$150.00/agreement plus registration and legal fees
f) Easement Agreements	\$100.00/agreement plus registration and external legal fees
g) Lease Agreements	\$150.00/agreement plus external legal fees
h) Charges for Copies of Department Documents	
(i) Land Use Bylaw	
(i) Colour Land Use District Map Included	\$45.00
(ii) Census Report	\$10.00
(iii) Municipal Development Plan	\$25.00

11. The following fees are established in accordance with Bylaw 156/18 the Business License Bylaw:

a) Resident	\$25.00
b) Non-Resident	\$50.00
c) Home-Based Business	\$25.00
d) Mobile Business Unit	\$50.00
e) License Replacement Fee	\$15.00
f) License Amendment Fee	\$15.00
g) Appeal Fee	\$50.00
h) 39/20 Business License	\$50.00

**PART IV: PROTECTIVE SERVICES**

12. The following fees are established in accordance with Bylaw 81/07:

a) License Fees	
(i) Spayed or Neutered Dog	\$20.00/year
(ii) Non-Spayed or Non-Neutered Dog	\$50.00/year
(iii) Guide-dog (regardless of whether Spayed or Neutered)	\$0.00
(iv) Spayed or Neutered Restricted Dog	\$100.00
(v) Non-Spayed or Non-Neutered Restricted Dog	\$250.00
(vi) Replacement License tags	\$5.00

13. The following fees and charges are established in accordance with Bylaws #50/01 Open Fire Bylaw and #143/15 Fireworks Bylaw:

- a) Permit to sell fireworks (low level) or shop goods \$75.00/annual
- b) Permit to discharge fireworks (low level) \$10.00
- c) Permit for high hazard fireworks and pyrotechnic displays \$125.00
- d) Permit for the use of pyrotechnic devices \$75.00/event
- e) Site inspection and permit for flammable /combustible fuel tank installation \$75.00
- f) Site inspection and permit for flammable/combustible fuel tank removal \$125.00
- g) Open air fire permit \$20.00

#### **PART V: POWERS OF THE MUNICIPAL ADMINISTRATOR**

14. Without restriction any other power, duty or function granted by this Bylaw the CAO may:

- a) Carry out any inspection to determine compliance with this Bylaw;
- b) Take any steps or carry out any actions required to enforce this Bylaw;
- c) Establish forms for the purposed of this Bylaw;
- d) Establish reasonable criteria to be met for a room to be rented including a possible security deposit requirement pursuant to this Bylaw;
- e) Delegate any powers, duties or functions under this Bylaw to an employee of the Village.

#### **PART VI: ENACTMENT**

This Bylaw shall replace all other Bylaws to this effect and shall come into force and be effective upon the day of its third and final reading.

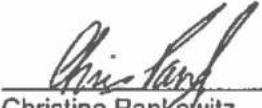
**DONE AND PASSED** in open council assembled at Warburg, in the Province of Alberta, this 10th day of September, A.D. 2018

Read a first time this 10th day of September, A.D. 2018.

Read a second time this 10th day of September, A.D. 2018.

Read a third time with the unanimous consent of the Council Members present and finally passed 10th day of September, A.D. 2018.

  
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Mayor Kevin Maine

  
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Christine Parkewitz  
Municipal Administrator

SEAL