



**A BYLAW OF THE SUMMER VILLAGE OF SUNDANCE BEACH TO ESTABLISH
FEES AND CHARGES**

WHEREAS, Section 8 of the MGA (as defined below) authorizes a council of a municipality to pass bylaws to establish fees to charge for providing information and services;

AND WHEREAS, Section 95 of FOIP (as defined below) authorizes a council of a municipality to establish fees for providing services as set out in Section 93 of FOIP;

AND WHEREAS, the Summer Village (as defined below) deems it prudent to establish, in a bylaw, certain fees to charge for providing information and services;

NOW, THEREFORE, the Council (as defined below), duly assembled, enacts as follows:

1. SHORT TITLE

- 1.1 This Bylaw shall be known as the "Fees Bylaw".

2. DEFINITIONS

- 2.1 Definitions used in this Bylaw, if not defined in this Bylaw, shall have the same meanings attributed to those definitions in the MGA.
- 2.2 In this Bylaw:
- a) **"CAO"** means the Chief Administrative Officer for the Summer Village;
 - b) **"Council"** means the Council of the Summer Village;
 - c) **"FOIP"** means the *Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta, 2000 Chapter F-25*;
 - d) **"MGA"** means the *Municipal Government Act, Revised Statutes of Alberta, 2000 Chapter M-26*; and
 - e) **"Summer Village"** means the Summer Village of Sundance Beach;

3. GENERAL INTERPRETATION

- 3.1 All schedules attached to this Bylaw form part of this Bylaw.
- 3.2 Headings or subheadings in this Bylaw are inserted for ease of reference and guidance purposes only and do not form part of this Bylaw.



- 3.3 Words in the singular include the plural and words in the plural include the singular.
- 3.4 Where this Bylaw cites or refers to any act, regulation, code or other bylaw, the citation or reference to the act, regulation, code or other bylaw includes any amendments thereto before or after the commencement of this Bylaw, and includes reference to any act, regulation, code or other bylaw that may be substituted in its place.
- 3.5 Each provision of this Bylaw is independent of, and severable from, all other provisions and if any provision is declared invalid or unenforceable for any reason by a court of competent jurisdiction, all other provisions of this Bylaw remain valid and enforceable.
- 3.6 Nothing in this Bylaw relieves a person from complying with any provision of any federal, provincial or municipal law or regulation or any requirement of any lawful permit, order or license.

4. ESTABLISHMENT OF FEES AND CHARGES

- 4.1 The fees and charges set out in Schedule A to this Bylaw are hereby established as the fees and charges payable for goods and services provided by the Summer Village including, without limitation:
- a) the fees and charges payable for information requests made under FOIP; and
 - b) the fees and charges payable for licenses, permits, approvals, authorizations or other similar documents issued by or on behalf of the Summer Village.
- 4.2 The Council may, from time to time, establish fees and charges payable for goods and services not listed in Schedule A to this Bylaw.
- 4.3 The CAO may, in his or her discretion, waive any fee or charge payable for goods or services provided by or on behalf of the Summer Village provided that, in the opinion of the CAO, such waiver is in the best interests of the Summer Village.
- 4.4 If a bylaw of the Summer Village establishes a fee or charge which conflicts with a fee or charge listed in Schedule A to this Bylaw, then the fee or charge listed in Schedule A to this Bylaw shall prevail.



- 4.5 If a bylaw of the Summer Village establishes a fee or charge which is not listed in Schedule A to this Bylaw, then the fee or charge described in such bylaw shall continue to be applicable.
- 4.6 If a fee or charge listed in Schedule A to this Bylaw conflicts with a fee or charge payable to the Summer Village and established under any applicable federal or provincial law or enactment, then the fee or charge established under such federal or provincial law or enactment shall prevail.

5. REPEAL

- 5.1 This Bylaw shall replace Bylaw No. 2022-01 (Fees) and Bylaw No. 2022-01 is hereby repealed.

6. COMING INTO FORCE

- 6.1 This Bylaw shall come into full force and effect upon final passing.

READ a first time this 8th day of May, 2025.

READ a second time this 8th day of May, 2025.

UNANIMOUS CONSENT to proceed to third reading 8th day of May, 2025.

READ a third and final time this 8th day of May, 2025.

Brian Waterhouse, Mayor
Summer Village of Sundance Beach

June Boyda, Chief Administrative Officer
Summer Village of Sundance Beach



SUMMER VILLAGE OF SUNDANCE BEACH
BYLAW 2025-01

Schedule A

Services	Fees and Charges
Development	
Development Permit Minor - All classes E.g. <ul style="list-style-type: none"> New decks Additions to decks, garages, guest houses, and existing cabins	\$250.00 per application
Development Permit - Class A (Permitted Uses) E.g. <ul style="list-style-type: none"> New garages New guest houses New cabins	\$350 per application (Up to \$50,000 of construction value) e.g. \$250,000 construction cost (\$200,000 additional value) \$25 per \$10,000 of construction value $200,000/10,000 \times 25 = \500 (Extra)
Development Permit - Class B (Permitted Uses with Variances or Discretionary Uses) E.g. <ul style="list-style-type: none"> New garage Easement district (if any) Public Utility Lot (PUL) Road Allowance New guest houses New cabins	\$500 per application (Up to \$50,000 of construction value) e.g. \$250,000 construction cost (\$200,000 additional value) \$25 per \$10,000 of construction value $200,000/10,000 \times 25 = \500 (Extra)
Consultant's Fees	If the development permit application is accompanied, or required to be accompanied, by



	one or more technical reports in support of the application, then the applicant will be required to pay any consultants' fees charged to or incurred by the Summer Village or its development officer in order to review the technical reports
Planning advice to applicants (as part of the application process) – Includes phone calls/meetings with the applicant. (Optional if the applicant chooses to have this service)	\$140 per hour Minimum charge of 2 hours Pre-application meeting includes a 1-hour meeting + 1-hour meeting notes sent to the applicant
Site visit mileage	Yearly rate established by the Province of Alberta
Development Permit – Trees (if not done in conjunction with another permit)	\$60.00
Development Permit – Demolition (if not done directly in conjunction with property redevelopment):	\$75.00
Development Application Surcharge for applicants who: <ul style="list-style-type: none"> - Submit more than 1 plan revision to a pending development permit application, or - Require a supplementary development permit post-approval due to changes to their design, or - Require a variance to their development permit application. 	50% of the application fee
Development Permit Penalty: Development that occurs prior to development permit issuance:	Triple the current application fee
Development Permit – Recreational Vehicle Authorization Letter	\$75.00
Application to amend Land Use Bylaw	\$125.00
Encroachment agreements onto Summer Village land: * Note that there may be additional fees to cover costs required to accommodate an Encroachment, including but not limited to a road	* \$450.00



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closure or subdivision application or reserve disposition, which shall be borne by the Property Owner responsible for the Encroachment		
Compliance Certificate:		\$320
Appeal Fees		
Development Appeal Fee (per appeal)		\$300.00
Subdivision Appeal Fee (per appeal)		\$300.00
Assessment Review Board Appeals (refundable if successful appeal)		\$50.00
Administrative Fees		
Photocopying (per single sided page)		\$0.50
Photocopying (per double sided page)		\$1.00
Electronic copy (usb stick)		\$25.00
Extracting information from an electronic database		\$30.00/hour
Financial		
Returned Cheque / Insufficient Funds		\$50.00
Property Tax		
Tax Certificate		\$30.00
Assessment Information Requests		
Available on the Summer Village website		No charge
Questions should be directed to the assessor		
MGA s.299 Request (per roll)	\$30 per hour (\$30.00 minimum), plus photocopying charges	
MGA s.300 Request (per roll)		
FOIP Charges		
Searching for, locating and retrieving a record		\$6.75 per 1/4 hour
<i>Producing a record from an electronic record:</i>		
Computer processing and related charges		Actual cost to public body
<i>Producing a paper copy of a record:</i>		
Photocopy or computer printout (black and white up to 8 1/2" x 14")		\$0.25 per page



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Photocopy or computer printout (other formats)	\$0.50 per page
Plans and blueprints	Actual cost to public body
Producing a copy of a record by duplication of media:	Actual cost to public body