SUMMER VILLAGE OF
JARVIS BAY
BYLAW NO. 132-14

A bylaw of the Summer Village of Jarvis Bay in the Province of Alberta to establish the fees to be charged to provide information regarding taxes, assessment, development, overweight permits and general office services.

WHEREAS pursuant to the authority conferred upon it by the Municipal Government Act, Statutes of Alberta, 2000, Chapter M-26 and amendments thereto, the Council of the Summer Village of Jarvis Bay, in the Province of Alberta has the power to impose certain charges for the issuance of information on taxes, assessment, development and general office services.

AND WHEREAS it is deemed necessary and expedient by the Municipal Council of the Summer Village of Jarvis Bay to impose certain charges for the issuance of certain information and documents.

NOW, THEREFORE, THE COUNCIL OF THE SUMMER VILLAGE OF JARVIS BAY, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. This by-law may be referred to as the fees for office services.
2. In this by-law:
   a. "Administrator" means the Chief Administrative Officer of the Summer Village.
   b. "Council" means the Municipal Council of the Summer Village of Jarvis Bay.
   c. "Fees" means the charges established in schedule A of this by-law.
3. Schedule A shall form part of this by-law and may be amended from time to time by Resolution of Council.
4. That this bylaw shall come into full force and effect as, on and from the date of the final passing of same.

Bylaw #117-12 is hereby rescinded.

This Bylaw comes into force on the day it is finally passed.

Read a first time this_____ day of _____ 2014.

Read a second time this _____ day of _____, 2014.

Read a third time and finally passed this ____ day of _____, 2014.

_____
Mayor

_____
Administrator

SUMMER VILLAGE OF
JARVIS BAY
BYLAW NO. 132-14

SCHEDULE "A"

1. **Tax Certificates ..... $ 25.00**
   Upon receipt of request in writing and a fee of $ 25.00, the Administrator of his/her designation shall issue a certificate showing whether or not all taxes in respect of any assessable parcel of land or other property have been paid and if not, the amount of current taxes and arrears payable against the parcel or other property.

2. **Tax Roll Information ..... $ 15.00**
   Upon receipt of request in writing and a fee of $ 15.00, for tax roll and / or assessment information, (including a legal description or civic address of the parcel by which it can be located) is obtained directly from the Summer Village's computer system.

   Additional information ..... $ 5.00
   A customer requesting additional information and/or assessment information that is not readily available from the computer system an additional charge of $5.00 will be collected.

3. **Development Permit ..... $ 100.00**
   No on site inspection is required.
   If an on site inspection is required, $ 150.00 shall be collected for a Development Permit.

4. **Compliance Certificate ..... $ 50.00**
   Upon request in writing accompanied by a cheque in the amount of $ 50.00, a compliance certificate shall be issued.

5. **Photocopy Charges ..... $ 0.50**
   Upon request for photocopies of any documents retained at the Administration Office a fee of $0.50 per copy shall be collected.

6. **Fax Charges ..... $ 1.00**
   Upon a request to receive of send a fax a fee of $ 1.00 per page for an incoming fax, and $ 2.00 per page for a local and long distance outgoing fax, and $ 10.00 for the first page and $ 2.00 for every page thereafter for an overseas outgoing fax shall be collected.

7. **Special Information ..... $ 50.00**
   Upon a request in writing for information other than tax roll and/or assessment that is not readily available a charge of $50.00 per hour to compile the information shall be collected.

8. **Overweight Permit ……. $ 15.00**
   Upon request accompanied by a payment of $15.00, an overweight permit shall be issued.