

# BYLAW NO. 1206/2025

## *The Fees and Charges Bylaw*

**Being a Bylaw of the Village of Delburne, in the Province of Alberta,  
providing for the establishment of General Fees and Charges  
for Goods and Services as Delivered to the Community**

PURSUANT TO provisions of the Municipal Government Act, Chapter M-26, 2000 and amendments thereto:

WHEREAS it is expedient for the Council of the Village of Delburne to enact a bylaw that establishes and maintains the General Fees and Charges for services rendered within the Village of Delburne;

THEREFORE, the Council of the Village of Delburne establishes the following rates for goods and services as delivered to the Community, and ENACTS AS FOLLOWS:

1. Title: This bylaw shall be known and may be cited as the "Fees and Charges Bylaw".
2. All previous rates for **Goods and Services as Delivered to the Community** and as noted in this bylaw will be revoked and replaced by the following rates for Goods and Services as Delivered to the Community.
3. All previous rates for **Goods and Services as Delivered to the Community**, and NOT noted in this bylaw, shall be deemed not changed or adjusted by Council and shall remain intact for those Goods and Services as Delivered to the Community.
4. Council may, from time to time, review and amend the various Fees and Charges levied for Goods and Services delivered to the community, and shall maintain these various Fees and Charges in Schedule "A" attached.
5. That Bylaw No. 1201/2024 is repealed at the passing of this bylaw.
6. That this bylaw shall come into full force and effect after the passing of third reading.

FIRST READING of Bylaw No. 1206/2025 as amended granted this 25 day of February, 2025.

SECOND READING of Bylaw No. 1206/2025 as amended granted this 25 day of February, 2025.

THIRD AND FINAL READING of Bylaw No. 1206/2025 as amended granted this 25 day of February, 2025.



Mayor – Tim Wilson



CAO - Karen M. Fegan, CLGM

Village of Delburne - Bylaw 1206/2025  
Schedule "A"  
Fees and Charges Schedule

Description	Fee
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**GENERAL OFFICE**

Business License Fees and Charges (GST Exempt):

License fee .....	\$10.00
Young Entrepreneur License* .....	\$0.00
* Applicant must be 17 years of age or younger. License term is limited to five (5) months.	

Faxes (GST Included):

Faxes (either incoming or outgoing) .....	\$1.00/page
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**Planning & Development (GST Exempt):**

Development Permits:

Permitted Use .....	\$150.00
Discretionary Use .....	\$400.00
Development Permit Approval Time Extension .....	\$100.00
Demolition.....	\$150.00

If a development starts without a permit and before a stop order is issued, double the permit fees will be charged.

If a stop order has been issued, an additional charge of \$2,500 (residential) and \$10,000 (commercial/industrial) will apply.

Application to Amend Land Use Bylaw:.....	\$300.00
Application to Appeal Subdivision and Development decisions.....	\$400.00*
*Should the appeal be won by the Appellant, the fee will be returned.	

Single Lot Subdivision/Consolidation	
Base Application Fee .....	\$1050.00
Endorsement Fee.....	\$50.00

Multi-Lot Subdivision	
Base Application Fee .....	\$1050.00
Fee Per Lot .....	\$250.00
Endorsement Fee Per Lot .....	\$50.00

**ASSESSMENT AND TAXATION**

Assessment Review Board (GST Exempt):

Application to Appeal Assessment for residential property .....	\$50.00
Application to Appeal Assessment for commercial property .....	\$250.00

NSF Cheque Charge (GST Exempt):

Each cheque returned .....	\$30.00
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Photocopying black & white or color (GST included):

8.5" x 11" or 8.5" x 14" .....	\$0.25/page
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Reprint of Documents

Reprint of Tax Notice .....	\$10.00/each
Reprint of Assessment Notice.....	\$10.00/each

Tax Certificates (GST Exempt):

Tax Search/ Tax Certificates.....	\$65.00/each
Letter of Compliance .....	\$75.00/each

Village Voice Advertising (GST Included)

Business Card Size Ad – per month.....	\$25.00
Business Card Size Ad – per year.....	\$250.00

**UTILITY CHARGES**

Metered Water Service Charges (GST Exempt)

1. The following water service charge shall be levied to Residential customers in respect to a metered connection to the Village's water distribution system:
- Basic Rate: per dwelling unit .....\$28.35 per month, plus

*Handwritten signature and initials in blue ink.*

**Village of Delburne - Bylaw 1206/2025**  
**Schedule "A"**

**Fees and Charges Schedule**

Description	Fee
Usage Rate: 0 – 15 cubic meters .....	\$1.21/cubic meter, <b>plus</b>
Over 15 cubic meters – 30 cubic meters.....	\$1.67/cubic meter, <b>plus</b>
Over 30 cubic meters .....	\$3.78/cubic meter
2. Multi-family dwelling unit	
<b>Basic Rate:</b> .....	\$28.35 per month, <b>plus</b>
Usage Rate: 0 – 15 cubic meters .....	\$1.21/cubic meter, <b>plus</b>
Over 15 cubic meters – 30 cubic meters.....	\$1.67/cubic meter, <b>plus</b>
Over 30 cubic meters .....	\$3.78/cubic meter
3. The following water service charges shall be levied in respect to property connected to the Village's water distribution system but not metered:	
<u>Type of Premises</u>	
1. The Churches, Community Hall, Museum and Municipal Library are exempt from water service charge.	
2. Elk Haven shall be metered as a single unit.	
3. Chinook's Edge Regional Division No. 73 shall be charged \$736.00 per month every month.	
4. The following water service charges shall be levied to Non-Residential customers in respect to a metered connection to the Village's water distribution system:	
<b>Basic Rate:</b> per business unit or combination business/dwelling unit where there is one meter .....	\$28.35 per month, <b>plus</b>
Usage Rate: 0 – 50 cubic meters .....	\$1.45/cubic meter, <b>plus</b>
Over 50 Cubic meters.....	\$2.64/cubic meter

Water Meter – The fee for a water meter will be whatever the current cost is to purchase from the supplier.

Sewer Service Fees (GST Exempt) :

- The following sewer service charge shall be levied in respect to property connected to the Village's sewer service system:  
Basic Rate: per dwelling unit.....\$13.50 per month
- The following sewer service charges shall be levied in respect to property connected to the Village's water distribution system but not metered:  
Type of Premises
  - The Churches, Community Hall, Museum and Municipal Library are exempt from sewer service charge.
  - Elk Haven shall be charged as a single unit.
  - Chinook's Edge Regional Division No. 73 shall be charged \$590.00 per month every month.

Recycle Fees (GST Included)

- The following recycling fee shall be levied in respect to recycling pick up at each household.  
Basic Rate: per dwelling unit.....\$5.06 per month  
Yard Compost/per dwelling unit.....\$1.50 per month

Garbage Collection & Disposal Fees (GST Exempt):

- The following rates shall be charged to householders and business for garbage collection and disposal service shall be as follows:  
Basic Rate: per dwelling/business unit ..... \$16.00  
Multi-Unit Rate: per each business unit or dwelling unit in a multi-business or dwelling complex.....\$48.00  
Combination Rate: per single business unit with attached dwelling .....\$22.00  
Churches and other buildings owned and/or occupied by non-profit organizations or community service groups.....\$16.00



Village of Delburne - Bylaw 1206/2025  
Schedule "A"  
Fees and Charges Schedule

Description	Fee
<u>Water Turn ON or Turn OFF Fees (GST Exempt)</u>	
1. Turn On Fee.....	\$50.00
2. Turn Off Fee.....	\$50.00

Utility charges will only be in the name of the owner of the parcel as pursuant to the Municipal Government Act Section 42-1 the liability of the charges for a municipal utility service provided to a parcel of land are an amount owing to the municipality by the owner of the parcel.

PUBLIC WORKS FEES (Plus GST)

Base fee .....	\$200.00
Plus charges as applicable:	
Skid steer with operator.....	\$100.00/hr – Min. 1 hr.
2 Ton truck with operator.....	\$100.00/hr – Min. 1 hr.
3 Ton truck with operator.....	\$100.00/hr. – Min. 1 hr.
Mower with operator .....	\$50.00/hr. – Min. 1 hr.
General Labor (per person) .....	\$35.00/hr. – Min. 1 hr.

GOLF CART PERMIT FEE

Golf Cart Permit Fee (per year).....	\$60.00 + GST
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OFFENCES AND PENALTIES

- 1.1 Any Person who contravenes any provision of a Village Bylaw, where the penalty for contravention is previously unstated, is guilty of an offence and is liable to a penalty in the amount of (GST Exempt):
- 1.1.1 One Hundred Fifty Dollars (\$150.00) for a first Offence; and

1.1.2 Three Hundred and Fifty Dollars (\$350.00) for a second Offence, if:

a. the Offence is a contravention of the same provision of the Bylaw which was contravened resulting in the first, or prior, Offence; and


b. the Offence is committed within twelve (12) months of committing the first, or prior, Offence.

1.1.3 Six Hundred Dollars (\$600.00) for a third and subsequent Offence, if:

a. the Offence is a contravention of the same provision of the Bylaw which was contravened resulting in the second, or prior, Offence; and

b. the Offence is committed within twelve (12) months of committing the second, or prior, Offence.
- CEMETERY
- Cemetery Plot (per internment, whether sharing a plot, or whether casket or urn burial)  
\$300.00 plus GST
- FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT  
FOIP Request
- The minimum charge will be as provided in the fee schedule regulation of the Freedom of Information and Protection of Privacy Act, plus GST.
- LIFELINE
- |                               |               |
|-------------------------------|---------------|
| Bracelets with a button ..... | \$20.00/month |
| Necklace with a button .....  | \$30.00/month |
| Set-up fee .....              | \$45.00       |
- Bylaw No. 1206/2025

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Village of Delburne - Bylaw 1206/2025  
Schedule "A"

Fees and Charges Schedule

Description	Fee
HALL RENTAL FEES	
Daily rental including access to the commercial kitchen	\$300.00 + GST
Daily rental for Not-For-Profit Organizations	\$200.00 + GST
Half Day rental (six hours maximum)*	\$100.00 + GST
Meeting rental (two hours maximum) depending on availability	\$50.00 + GST
Three Day Event Package: includes access to the bar for one day (as determined by the renter's liquor license) and the Hall and commercial kitchen for three days.	\$900.00 + GST
Kitchen Only (per day 8:00 am to 6:00 pm)	\$150.00 + GST
BBQ rented alongside the Hall rental. Renter supplies the propane and must clean the BBQ when finished.	\$50.00 + GST
Portable stage (daily rental): \$500.00 damage deposit required	\$100.00 + GST

\* The half day rental is for not-for-profit organizations.

