

**BYLAW NO. 07/060**

**BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO FOR THE PURPOSE OF FIXING FEES FOR ASSESSMENT AND TAXATION, ASSESSMENT REVIEW BOARD, AND BUSINESS LICENSING PRODUCTS AND SERVICES.**

WHEREAS section 93 of the Freedom of Information and Protection of Privacy act R.S.A. 2000 c. F-25 provides that a Council may fix fees for providing copies of information it may possess to be paid by the person requesting the information.

AND WHEREAS section 481 of the *Municipal Government Act* authorizes Council to pass a bylaw to set fees payable by persons wishing to make complaints or to be involved as a party in a hearing before an Assessment Review Board, and further indicates that, if the Assessment Review Board makes a decision in favour of the complainant, the fees shall be refunded by the Municipality.

AND WHEREAS Council deems it appropriate to pass such a bylaw;

NOW THEREFORE, the Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. This Bylaw shall be titled the “Assessment and Taxation Fees Bylaw”.
2. Upon receipt of a request for a product or service and the appropriate fee, as outlined in the attached Schedule A, the Assessment & Taxation Department shall provide to the applicant the information or service described in Schedule A.
3. All information released to the public pursuant to this Bylaw shall comply with the *Freedom of Information and Protection of Privacy Act* and the *Municipal Government Act*.
4. The timelines in which information is made available in response to requests by the public shall be in accordance with the Regional Municipality Retention Policy.
5. All copying fees include Goods and Services Tax.
6. The Regional Assessor may, at his or her discretion, waive the imposition of any fee set out in Schedule A where it is just and equitable to do so or if the cost of administering any fee exceeds the revenue generated thereby.
7. Bylaw No. 01/019 and all amendments thereto are hereby repealed.

8. This Bylaw shall be passed and become effective when it has received third reading and been signed by the Mayor and Chief Legislative Officer.

READ a first time this 28<sup>th</sup> day of August, A.D. 2007.

READ a second time this 11<sup>th</sup> day of September, A.D. 2007.

READ a third and final time this 11<sup>th</sup> day of September, A.D. 2007.

SIGNED and PASSED this 13<sup>th</sup> day of September, A.D. 2007.

**FEES FOR PRODUCTS AND SERVICES**

1.	Tax Certificate:	
	(a) written request	\$ 33.00
	(b) provided by electronic self service	\$ 15.00
2.	Tax Search:	
	(a) written request	\$ 15.00
	(b) provided by electronic self service	\$ 3.00
	(c) request by property owner - verbal response	\$ 0.00
	(d) request by property owner - photocopy or printing (if more than 5 accounts \$1.00/Account)	\$ 1.00
3.	For services to lending institutions to enable them to pay taxes on behalf of their clients:	
	(a) per account request provided in written/hard copy form	\$ 15.00
4.	Delinquent account transfer	\$ 10.00
5.	Assessment Certificate:	
	(a) for the current year	\$ 15.00
	(b) additional charge for each previous year	\$ 5.00
6.	Assessment Summary	\$ 20.00
7.	Assessment Record	\$ 25.00
8.	Photocopy of Assessment Roll - per page	\$ 1.00
9.	Assessment Review Board complaints:	
	(a) for duplexes or single family residences	\$ 20.00
	(b) for all other non-residential, apartments and multi-family properties	
	<u>Assessment Range</u>	
	\$0 - \$500,000	\$100.00
	\$500,001 - \$5,000,000	\$500.00
	\$5,000,001 +	\$800.00
	(c) local improvements	\$100.00
	This fee shall apply to complaints filed on or after January 1, 2008	
10.	Photocopy of Business License listing - per page	\$ 1.00
11.	Other information not covered elsewhere in this schedule: - per hour of staff time (minimum charge of one hour)	\$ 40.00