

**BYLAW NUMBER 239  
SUMMER VILLAGE OF GHOST LAKE**

**A BY-LAW OF THE SUMMER VILLAGE OF GHOST LAKE IN THE PROVINCE OF ALBERTA, TO LEVY FEES FOR INFORMATION AND COPIES THEREOF AS PROVIDED BY THE MUNICIPAL GOVERNMENT ACT**

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**WHEREAS**, in accordance with the Municipal Government Act, S.A. 2000 Chapter M-26, and the Freedom of Information and Protection of Privacy Act Chapter F-25 RSA 2000 as amended the Summer Village must make certain information available to the public; and

**WHEREAS**, in accordance with the Municipal Government Act and the Freedom of Information and Protection of Privacy Act, Council may pass a bylaw establishing fees to charge for providing information.

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**NOW THEREFORE**, the Council of the Summer Village of Ghost Lake in the Province of Alberta, duly assembled, hereby enacts as follows:

**PART I: BYLAW TITLE**

1. That bylaw shall be known as the “ *Fees and Charges*” Bylaw.

**PART II: DEFINITIONS**

Summer Village: the Municipal Corporation of the Summer Village of Ghost Lake.  
Council: the Council of the Summer Village.  
Formal Request: Request for information under Section 7(1) of the Freedom of Information and Protection of Privacy Act Chapter F-25 RSA 2000  
Informal Request: request for information which is routinely provided by the Summer Village and is not subject to a formal request pursuant to the Freedom of Information and Protection of Privacy Act Chapter F-25 RSA 2000 and amendments thereto.

**PART III: APPLICATION**

1. Unless prior written approval is obtained from the Council, when information is released, the Summer Village shall charge fees as established in Schedule A attached hereto.

**PART IV: ENACTMENT**

Bylaw 172 is hereby repealed.

This Bylaw shall come into force and effect upon the date of the passing of the *Third and Final Reading* and signing thereof.

READ A FIRST, SECOND AND THIRD TIME IN COUNCIL THIS 26<sup>TH</sup> DAY OF NOVEMBER A.D. 2019.

  
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**MAYOR**

  
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**CHIEF ADMINISTRATIVE OFFICER**



## **Schedule A**

### **Bylaw 239-19**

1. The Summer Village shall charge the following fees for items requested as informal requests:
  - a) general information, reports, minutes, bylaws, etc. not otherwise listed in this schedule:
    - i) a photocopying charge of \$0.50 per page of information
    - ii) shipping charge – actual cost incurred by the Summer Village to ship documents
    - iii) fax charge - \$ 1.00 per page plus toll charges
  - b) for tax information:
    - i) \$35.00 for a tax certificate.
  - c) for assessment information:
    - i) \$25.00 for information regarding the description of a parcel of land and the latest assessed value of the land and improvements thereon, as set out in the assessment roll.
    - ii) \$25.00 for information regarding the yearly assessments of a parcel of land, as set out in the assessment roll.
  - d) for copies of information in other formats:
    - i) \$1.00 per page for computer printed sheets, unless otherwise stipulated within this bylaw;
    - ii) \$20.00 per 1GB flash drive;
    - iii) \$40.00 per hour to extract data from an electronic data base \$40
    - iv) actual costs incurred by the Summer Village to create information. Actual costs shall include staff time and material used.
  - e) Certificate of Compliance Review
    - i) \$ 175.00 for each real property report review, including certificate of compliance (if eligible)
  - f) Land Use Bylaw - Office Consolidation
    - i) \$50.00 per copy
    - ii) mailing charge – actual cost incurred by the Summer Village to mail the documents
2. Information in media other than that listed will be available at a reasonable cost based on actual costs incurred by the Summer Village
3. Formal requests will be subject to fees as outlined in Bylaw 143-19 and its amendments.