

**Town of Carberry  
Bylaw No. 09/2024**

**BEING A BYLAW TO ESTABLISH FEES AND CHARGES FOR SERVICES PROVIDED BY THE TOWN OF CARBERRY.**

**WHEREAS** Section 232(2)(f) of The Municipal Act provides that a council may pass bylaws respecting fees or charges for municipal services, permits, and other fees and charges as prescribed;

**AND WHEREAS** it is deemed necessary to establish a bylaw that sets out fees and charges for various services, permits, licenses, and products provided by the Town of Carberry to ensure cost recovery;

**NOW THEREFORE** the Council of the Town of Carberry enacts as follows:

**1. Title**

This bylaw may be cited as the **"Fees and Charges Bylaw"**.

**2. Definitions**

In this bylaw:

**"Council"** means the Council of the Town of Carberry.

**"Town"** means the Town of Carberry.

**"Fee Schedule"** means the schedule of fees and charges attached to this bylaw as Appendix A, as amended from time to time.

**"User"** means any person or organization requesting services, permits, licenses, or products provided by the Town.

**3. General Provisions**

3.1 The fees and charges listed in the Fee Schedule (Appendix A) are hereby established for the services, permits, licenses, and products provided by the Town.

3.2 All fees and charges are payable in Canadian dollars at the time of service or as specified in the terms of the Fee Schedule.

**4. Review and Amendment of Fees**

4.1 Council shall review the fees and charges annually to ensure that they reflect the costs of providing municipal services.

4.2 Any amendments to the fees and charges shall be approved by Council resolution and appended to the Fee Schedule as an amendment to this bylaw.

**5. Collection of Fees and Charges**

5.1 Fees and charges for services provided must be paid in full prior to receiving the requested service, unless alternative payment arrangements are made with the Town.

5.2 Failure to pay fees or charges may result in the discontinuation of the service and may be added to the User's tax roll if the User is a property owner within the Town. Outstanding accounts are added to the tax roll after ninety (90) days of non-payment.

**6. Refunds and Waivers**

6.1 Refunds may be issued at the discretion of the Chief Administrative Officer (CAO) for services not rendered, in accordance with the policies established by the Town.

6.2 Council may, by resolution, waive fees for services provided under certain circumstances, if deemed to be in the public interest.

**7. Fee Schedule**

The Fee Schedule, attached as **Appendix A**, forms part of this bylaw and lists all applicable fees and charges for services, permits, licenses, and products provided by the Town.

**8. Penalty for Late Payment**

- 1. Interest of one and one-quarter percent (1.25%) of the total outstanding balance shall apply to fees and charges not paid within thirty (30) days of the invoice date. Interest will be applied on the first day of the month following the expiration of thirty (30) days past due.

**9. Effective Date**

This bylaw shall come into force and take effect on the day following its passing by Council.

**DONE AND PASSED by Council of the Town of Carberry in open session assembled at the Town of Carberry, in the Province of Manitoba this 10<sup>th</sup> day of December 2024.**

**Town of Carberry**

**Original signed by Ray Muirhead**  
**Mayor**

**Original Signed by Grady Stephenson**  
**CAO**

Read a First time this 12<sup>th</sup> day of November 2024  
Read a Second time this 10<sup>th</sup> day of December 2024  
Read a Third time this 10<sup>th</sup> day of December 2024

## Appendix A - Fee Schedule

- **Administration Fees**

- Photocopying: \$0.25 per page
- Document search fees (other than those prescribed in the Municipal Act): \$50 per hour
- Tax Certificates: \$40.00/request

- **Public Works**

- Aggregate materials, supplies, sewer parts, etc.: Cost plus 20%
- Sewer services: \$300.00 annually for the following (as of 2024):
  - Mid-Plains Implements
  - Municipality of North Cypress-Langford Shop
  - Manitoba Infrastructure & Transportation Shop
  - Canada Manitoba Crop Diversification Center
  - Nutrien Ag
- Allis Grader: \$60/hr
- JD 2955 Tractor & Mower: \$100.00/hr
- Case 2090 Tractor: \$85.00/hr
- JD 2955 Tractor: \$85.00/hr
- GMC Topkick: \$103.00/hr
- Hotsy Pressure Washer: \$50.00/hr
- Case 521GXR Loader: \$151.00/hr
- Ford F150: \$71.00/hr
- Dodge Ram 1500: \$71.00/hr
- International Dump: \$103.00/hr
- Case 865 Grader: \$210.00/hr
- New Holland Loader/Backhoe: \$129.00/hr
- John Deere Front Mount and attachment: \$90.00

*\*\*Equipment fees are based on the MAHC Rate Schedule.*

- **Permits and Licenses**

- Building permits: Subject to fee schedule from the Cypress Planning District
- Food truck permits: Subject to Food Truck Policy #GG 3-2021
- Pet Licensing: Free