

# City of Wetaskiwin Council Policy

# Safety Codes Fee Policy



Policy Number:	CO-026
Effective On:	March 10, 2026
Approval History:	Approved: May 14, 2007 Revised: December 14, 2009 (Res. No. 266/09); January 27, 2014 (Res. No. 55/14)
Review Frequency:	Every 4 year(s)
Responsibility:	Planning and Development
Cross-Reference:	n/a

## Policy Statement

To establish the framework for the collection of Safety Codes fees arising from the City's responsibilities as an accredited municipality. Specific fees identified in this policy are to be set out in the City's Fees and Charges Bylaw in effect.

## Definitions

- 1.1 Act means the Safety Codes Act.
- 1.2 Contracted Accredited Agency means an agency retained by the City to deliver permitting, inspection, and compliance monitoring services related to the City's responsibilities as an accredited municipality under the Safety Codes Act.
- 1.3 Order means an order issued pursuant to Part 5 of the Safety Codes Act or sections 545, 546, or 645 of the Municipal Government Act.
- 1.4 Violation notice means a violation notice issued pursuant to a City bylaw.

## Standards

- 2.1 The City, or its Contracted Accredited Agency, shall:
  - 2.1.1 Collect the required fees for any permit applications received.
  - 2.1.2 Keep an accurate record of all fees and charges collected.
  - 2.1.3 Implement the Safety Codes system to promote public safety.
- 3.1 Building Permit Fees
  - 3.1.1 If no work, including excavation, has started before the issuance of a permit for relocation, construction, or demolition of a building, the City shall collect the fees for

applications, extensions, variances, and alternative solutions as per the Fees and Charges Bylaw in effect on the date the application or request is made.

- 3.1.2 If, in any event, work requiring a permit is started prior to the permit being obtained, the fees shall be doubled.
- 3.1.3 If work continues after a violation notice or an Order has been given and no permit has been issued, the fees shall be tripled.
- 3.1.4 If work not authorized by the original permit is found during an inspection, a fee shall apply as per the Fees and Charges Bylaw in effect on the date of the inspection.
- 3.1.5 The fee to amend an approved permit with changes to drawings or design shall be as set out in the Fees and Charges Bylaw in effect on the date of the request.
- 3.1.6 When an inspection is requested and the work is incomplete or unsatisfactory, a re-inspection fee may be charged as set out in the Fees and Charges Bylaw in effect on the date of the re-inspection, at the sole discretion of the Inspector.

### 3.2 Electrical, Gas, and Plumbing Permit Fees

- 3.2.1 If no work has started before the issuance of a required permit, the Contracted Accredited Agency shall collect the fees for applications, extensions, variances, and alternative solutions in respect of electrical, gas, and plumbing permits as per the Fees and Charges Bylaw in effect on the date the application or request is made.
- 3.2.2 If, in any event, work requiring a permit is started prior to the permit being obtained, the fees shall be doubled.
- 3.2.3 If work continues after a violation notice or Order has been given and no permit has been issued, the fees shall be tripled.
- 3.2.4 If work not authorized by the original permit is found during an inspection, a fee shall apply as per the Fees and Charges Bylaw in effect on the date of the inspection.
- 3.2.5 The fee to amend an approved permit with changes to drawings or design shall be as set out in the Fees and Charges Bylaw in effect on the date of the request.
- 3.2.6 When an inspection is requested and the work is incomplete or unsatisfactory, a re-inspection fee may be charged, as set out in the Fees and Charges Bylaw in effect on the date of the re-inspection, at the sole discretion of the Inspector.

This Policy is subject to any specific provisions of the Municipal Government Act or other relevant legislation.

Elected Official Initial \_\_\_\_\_

City Manager Initial \_\_\_\_\_

4.1 This Policy shall come into effect upon Council approval.

*Original signed & sealed*  
\_\_\_\_\_  
Joe Branco, Mayor

*Original signed & sealed*  
\_\_\_\_\_  
Sue Howard, City Manager

UNCERTIFIED COPY