

## Amending Agreement

THIS AMENDING AGREEMENT dated this 11 day of January, 2021.

BETWEEN:

**THE COUNTY OF GRANDE PRAIRIE NO.1**

(hereinafter referred to as "**the County**")

OF THE FIRST PART

-and-

**THE TOWN OF SEXSMITH**

(hereinafter referred to as "**the Client**")

OF THE SECOND PART

### Background

- A. **The County** and **the Client** (the "Parties") entered into the Regional Safety Code Administration Agreement (the "Contract") dated **January 1, 2018**, for the purpose of **the County** providing **the Client** with administrative services for the delivery of Safety Codes permitting in accordance with the Safety Codes Act (S-1 RSA 2000).
- B. The Parties desire to amend the Contract on the terms and conditions set forth in this Amending Agreement (the "Agreement").
- C. This Agreement is the first amendment to the Contract.

### General Terms

- 1. Upon execution, this amending agreement and its appendixes shall come into force and effect on **December 14, 2020 or in conjunction with the County's go live date** of the EnerGov software whichever is later.

**IN CONSIDERATION OF** the Parties agreeing to amend their obligations in the existing Contract, and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree to keep, perform, and fulfill the promises, conditions and agreements below:

## Amendments

1. The Contract is amended as follows:

- a. Effective **December 14, 2020 or the go live date whichever is later**, the **County** will begin using EnerGov (the “software”), a Tyler Technologies software, to manage the application and permit process for all Safety Codes services provided to **the Client**.
- b. EnerGov will be branded as “Gateway” for all public facing citizen self-serve components of the software.
- c. Applicants will be encouraged and required to apply for all permits online using the Gateway portal. As such, **the Client** agrees to provide a link to the Gateway portal on their municipal website.
- d. **The Client’s** permit applications will include **the Client** as a contact on the permit. **The Client** will have real time access to **the Client’s** permit applications through the Gateway portal. **The Client** is required to create a municipal user profile on the Gateway portal for this purpose.
- e. Effective **December 14, 2020 or the go live date whichever is later**, all Permit Application Fees outlined in Appendix B of the Contract are amended based on the attached **Appendix A1.A** of this Agreement. All reference to Appendix B in the Contract is considered to reference **Appendix A1.A** of this Agreement.
- f. Appendix A of the Contract – Fee Schedule for Services Rendered is amended in accordance with **Appendix A1.B** of this Agreement. All reference to Appendix A in the Contract is considered to reference **Appendix A1.B** of this Agreement.
- g. **The County** to receive, receipt, record and deposit all money, cheques, and credit payments for applications received and remit to **the Client** their fees as per **Appendix A1.B**.
- h. **The County** agrees to remit on **the Client’s** behalf all Safety Codes Council Levies to the Safety Codes Council collected from **the Client’s** permit applications.
- i. **The County** agrees to remit on **the Client’s** behalf building statistics to Statistics Canada.
- j. **The County** agrees to assist **the Client** with all statistical information required for annual Safety Code audit reporting.
- k. Applicants will be asked to provide construction valuation on all building permit applications, where they fail to provide a value, Appendix C of the Contract will



be used to estimate the construction valuation of the work to provide as required for Statistics Canada reporting.

**No Other Change**

2. Except as otherwise expressly provided in this Agreement, all of the terms and conditions of the Contract remain unchanged and in full force and effect.

**Miscellaneous Terms**

3. Capitalized terms not otherwise defined in this Agreement will have the meanings ascribed to them in the Contract. Headings are inserted for the convenience of the parties only and are not to be considered when interpreting this Agreement. Words in the singular mean and include the plural and vice versa. Words in the masculine include the feminine and vice versa. No regard for gender is intended by the language in this Agreement.

**Governing Law**

4. Subject to the terms of the Contract, it is the intention of the Parties that this Agreement, and all suits and special proceedings under this Agreement, be construed in accordance with the governed, to the exclusion of the law of any other form, by the laws of the Province of Alberta, without regard to the jurisdiction in which any action or special proceeding may be instituted.

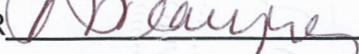
**IN WITNESS WHEREOF** the Parties hereto, by their proper officers, have executed the within Agreement the day and year above written.

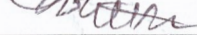
TOWN OF SEXSMITH

PER 

PER 

COUNTY OF GRANDE PRAIRIE NO.1

PER 

PER 



## Appendix A1.A

| <b>Building Permit Fees</b>   | <b>Proposed Fee<br/>\$ per sqft, unless<br/>specified<br/>(minimum fee<br/>\$100)</b> |
|---|---|
| <b>Residential (Single Family Dwelling)</b>   |   |
| Main and upper floors   | 0.98  |
| Basement Development  | 0.36  |
| Additions   | 0.98  |
| Attached Garage   | 0.3   |
| Solid Fuel Burning Appliance  | Add \$100 each  |
| Hydronic Heating  | Add \$100   |
| Deck/Mezzanine/Covered Canopy   | Add \$100 each  |
| <b>Residential (Moved In/Manufactured Dwellings)</b>  |   |
| Main floor  | 0.25  |
| Undeveloped Basement Foundation   | 0.5   |
| Developed Basement Foundation (*Note: Developed at time of relocation)                          | 0.75  |
| Basement Development (*Note: Developed on its own post relocation/construction of the building) | 0.36  |
| Addition (square footage added)   | 0.98  |
| Attached Garage   | 0.3   |
| Solid Fuel Burning Appliance  | Add \$100 each  |
| Hydronic Heating  | Add \$100   |
| Deck/Mezzanine/Covered Canopy   | Add \$100 each  |
| <b>Residential (Duplex/Semi-Detached/Suites)</b>  |   |
| Main and upper floors   | 0.98  |
| Basement/ Lower Suite   | 0.86  |
| Basement Development (semi-detached)  | 0.36  |
| Addition (square footage added)   | 0.98  |
| Attached Garage   | 0.3   |
| Solid Fuel Burning Appliance  | Add \$100 each  |
| Hydronic Heating  | Add 100   |
| Deck/Mezzanine/Covered Canopy   | Add \$100 each  |
| <b>Residential Accessory Building</b>   |   |
| All Detached Accessory Buildings  | 0.3   |
| Solid Fuel Burning Appliance  | Add \$100 each  |
| Hydronic Heating  | Add 100   |
| Deck/Mezzanine/Covered Canopy   | Add \$100 each  |
| <b>Tents &amp; Temporary Structures</b>   |   |
| Tents   | \$100 each  |
| Stages (temporary)  | \$100 each  |
| Bleachers (temporary)   | \$100 each  |
| Coveralls   | 0.3   |
| Sheds   | 0.3   |



| <b>Building Permit Fees (continued)</b>   | <b>Proposed Fee<br/>per sqft, unless<br/>specified<br/>(minimum fee<br/>\$100)</b> |
|---|--|
| <b>Group A (Assembly Occupancies)</b>   |  |
| All Recreation Facilities, Schools, Libraries, Places of Worship, Restaurants, Theatres, Arenas, Gymnasiums, Indoor Pools | 1.35   |
| Tenant Improvements/Renovations/Repairs   | 0.5  |
| Outdoor Public Swimming Pools or Public Spas  | 0.75   |
| All other Group A buildings   | 1.35   |
| Basement Parkade  | 0.3  |
| Above Ground Parkade  | 0.25   |
| Solid Fuel Burning Appliance  | Add \$100 each   |
| Hydronic Heating  | Add \$100  |
| Deck/Mezzanine/Covered Canopy   | Add \$100 each   |
| <b>Group B (Institutional Occupancies)</b>  |  |
| Institutional, Hospitals, Nursing Homes, and other Group B buildings  | 1.35   |
| Basement Parkade  | 0.3  |
| Above Ground Parkade  | 0.25   |
| Solid Fuel Burning Appliance  | Add \$100 each   |
| Hydronic Heating  | Add \$100  |
| Deck/Mezzanine/Covered Canopy   | Add \$100 each   |
| <b>Other Group C (Apartments, Motels, Hotels)</b>   |  |
| Apartment Buildings   | 0.75   |
| Motels and Hotels   | 0.75   |
| Basement Parkade  | 0.3  |
| Above Ground Parkade  | 0.25   |
| Solid Fuel Burning Appliance  | Add \$100 each   |
| Hydronic Heating  | Add \$100  |
| Deck/Mezzanine/Covered Canopy   | Add \$100 each   |
| <b>Group D (Business and Personal Service Occupancies)</b>  |  |
| Group D Building (Shell)  | 1.05   |
| Group D Building (Finished)   | 1.35   |
| Tenant Improvements/Renovations/Repairs   | 0.5  |
| Basement Parkade  | 0.3  |
| Above Ground Parkade  | 0.25   |
| Solid Fuel Burning Appliance  | Add \$100 each   |
| Hydronic Heating  | Add \$100  |
| Deck/Covered Canopy   | Add \$100 each   |



| <b>Building Permit Fees (continued)</b>                      | <b>Proposed Fee<br/>per sqft, unless<br/>specified<br/>(minimum fee<br/>\$100)</b> |
|--|--|
| <b>Group E (Mercantile Occupancies)</b>                      |  |
| Group E Building (Shell)                                     | 1.05   |
| Group E Building (Finished)                                  | 1.35   |
| Tenant Improvements/Renovations/Repairs                      | 0.5  |
| Basement Parkade   | 0.3  |
| Above Ground Parkade   | 0.25   |
| Solid Fuel Burning Appliance                                 | Add \$100 each   |
| Hydronic Heating   | Add \$100  |
| Deck/Covered Canopy  | Add \$100 each   |
| <b>Group F (Industrial Occupancies)</b>                      |  |
| Industrial Buildings, Warehouses (Shell)                     | 0.75   |
| Industrial Buildings, Warehouses (Finished)                  | 1.35   |
| Tenant Improvements/Renovations/Repairs                      | 0.5  |
| Gas Stations (including pump canopy), Car Washes             | 0.75   |
| All Other Group F Buildings Including self-storage buildings | 1.35   |
| Basement Parkade   | 0.3  |
| Above Ground Parkade   | 0.25   |
| Solid Fuel Burning Appliance                                 | Add \$100 each   |
| Hydronic Heating   | Add \$100  |
| Deck/Covered Canopy  | Add \$100 each   |
| <b>Other - Construction</b>                                  |  |
| All other residential construction                           | \$6.00/ \$1,000 (or<br>part of)<br>construction value                              |
| All other non-residential construction                       | \$6.00/ \$1,000 (or<br>part of)<br>construction value                              |
| <b>Demolition</b>  |  |
| Residential Demolition                                       | \$100 each   |
| Non-Residential Demolition                                   | 0.05   |

- **All Building Permits are subject to Safety Code Council Levy (SCC Levy) as per the Safety Codes Council Schedule of Levies.**
- **\$100.00 minimum permit fee for all Building Permits plus SCC Levy**



| <b>Electrical Permit Fees</b>  | <b>Proposed Fee (\$)</b>  |
|--|---|
| <b>Residential Installations (New homes/basement development/garage/large reno/modular on basement)</b>  |   |
| Up to 1200 sqft  | 135   |
| 1201 to 1500 sqft  | 150   |
| 1501 to 2000 sqft  | 180   |
| 2001 to 2500 sqft  | 200   |
| 2501 to 5000 sqft  | 220   |
| Over 5000 sqft   | 220 + 0.10 per sqft over 5000 sqft                                    |
| <b>Moved In/Manufactured Dwellings</b>   |   |
| Connection only  | 135   |
| Connection and basement  | Use Residential Installations - based on total square footage         |
| <b>Other Installations (small residential renos/all non-residential) - based on cost of installation</b> |   |
| 0-1000   | 100   |
| 1000.01 - 5000   | 150   |
| 5000.01 - 10,000   | 225   |
| 10,000.01 - 15,000   | 275   |
| 15,000.01 - 20,000   | 325   |
| Over 20,000  | \$325 + \$5.00/\$1000 (or portion of) over \$20,000 installation cost |
| <b>Temporary Electrical</b>  |   |
| Temporary Electrical   | 80  |
| <b>Annual Maintenance</b>  |   |
| Annual Maintenance Permits (includes 2 hours of inspection time)   | 200   |
| Annual Maintenance Additional Inspection Time  | 125/ hour   |

- **All Electrical Permits are subject to Safety Code Council Levy (SCC Levy) as per the Safety Codes Council Schedule of Levies.**



| <b>Gas Permit Fees</b>   | <b>Proposed Fee (\$)</b>                                     |
|--|--|
| <b>Residential Installations (Natural Gas, Propane, etc.) - Based on Number of Fixtures</b>  |  |
| 1 Fixture  | 100  |
| 2-5 Fixtures   | 150  |
| 6-10 Fixtures  | 200  |
| 11-20 Fixtures   | 275  |
| Over 20 Fixtures   | 275 + 10 per fixture over 20                                 |
| <b>Non-Residential Installations (Natural Gas, Propane, etc.) - Based on BTU Input</b>   |  |
| 10,000 - 20,000  | 100  |
| 20,001 - 110,000   | 125  |
| 110,001 - 210,000  | 150  |
| 210,001 - 350,000  | 200  |
| 350,001 - 1,000,000  | 250  |
| Over 1,000,000   | 250 + 10 for each 100,000 BTU (or portion of) over 1,000,000 |
| <b>Temporary Heat</b>  |  |
| 1-2 Outlets  | 100  |
| Over 2 Outlets   | 100 + 20 for each outlet over 2                              |
| <b>Residential &amp; Non-Residential Propane Tank Sets (for each tank set) (<i>Propane tank set permits only include tank setting, other permits are required for the connection and is based on the above residential and non-residential fees</i>)</b> |  |
| 0 - 500 gallons  | 96   |
| 501 - 1,000 gallons  | 132  |
| Over 1,000 gallons   | 180  |
| Each additional tank manifolded together   | 50   |
| Secondary line to second stage regulator   | 50   |
| Connection of tank(s) to Vaporizer   | 50   |

- **All Gas Permits are subject to Safety Code Council Levy (SCC Levy) as per the Safety Codes Council Schedule of Levies.**



| <b>Plumbing Permit Fees</b>  | <b>Proposed Fee (\$)</b>             |
|--|--------------------------------------|
| <b>Residential &amp; Non-Residential Installations - Based on Number of Fixtures</b> |                                      |
| 1-5 Fixtures   | 100                                  |
| 6-15 Fixtures  | 150                                  |
| 15-25 Fixtures   | 250                                  |
| 25-40 Fixtures   | 300                                  |
| Over 40 Fixtures   | \$300 + \$5 for each fixture over 40 |

- **All Plumbing Permits are subject to Safety Code Council Levy (SCC Levy) as per the Safety Codes Council Schedule of Levies.**

| <b>Private Sewage Permit Fees</b>                                  | <b>Proposed Fee (\$)</b> |
|--|--------------------------|
| <b>Holding Tanks/Upgrades/Repairs</b>                              |                          |
| New tank sets and system upgrades and repairs                      | 200                      |
| Open Discharge, Disposal Fields, Treatment Mound, At-Grade, Lagoon | 300                      |

- **All Private Sewage Permits are subject to Safety Code Council Levy (SCC Levy) as per the Safety Codes Council Schedule of Levies.**

| <b>Other Fees</b>  | <b>Proposed Fee (\$)</b>   |
|--|--|
| <b>Permit Penalty Fees</b>   |  |
| Starting without a permit (subject to Safety Code Council Levy as per the Safety Codes Council Schedule of Levies) | Double permit fee  |
| <b>Inspection Penalties</b>  |  |
| Coverage of Work Prior to Inspection - 1st occurrence  | Education/Warning  |
| Coverage of Work Prior to Inspection - 2nd occurrence  | 250  |
| Coverage of Work Prior to Inspection - 3rd occurrence  | 500  |
| Coverage of Work Prior to Inspection - 4th+ occurrence   | Removal of material to expose work requiring inspection or \$1,000 |
| <b>Additional Inspection</b>   |  |
| Requested Inspection or Re-Inspection  | \$125 per hour minimum 1 hour                                      |
| <b>Changes to Permit</b>   |  |
| Change in Scope  | 100  |
| Transfer of Permit (Ownership)   | 100  |
| <b>Variance</b>  |  |
| Permit Alternative Solution (SCC Levy Does Not Apply)  | 500  |



## Appendix A1.B

### FEE SCHEDULE FOR SERVICES RENDERED

|                               |                                |
|-------------------------------|--------------------------------|
| Town of Sexsmith              | 10% of Permit Application Fees |
| County of Grande Prairie No.1 | 90% of Permit Application Fees |

1. All Permit Application Fees are based on the attached **Appendix A1.A**
2. All Safety Codes Levies are calculated as per the Safety Codes Council Schedule of Levies and are in addition to the Permit Application Fees.
3. Safety Codes Levies are exempt from the percentage allocations of the two municipalities.