

**BYLAW NO. 1551-15**  
**OF THE TOWN OF WHITECOURT**  
**IN THE PROVINCE OF ALBERTA**  
**TO ESTABLISH FEES, RATES AND CHARGES FOR INFORMATION**  
**AND SERVICES PROVIDED**

**WHEREAS**, Council deems it expedient and proper to make certain amendments to Bylaw No. 1551, being the Fees, Rates and Charges Bylaw.

**NOW THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, being Chapter M-26.1 of the Statutes of Alberta, 2000, and amendments thereto, the Municipal Council of the Town of Whitecourt, Province of Alberta, duly assembled, enacts as follows:

1. That Schedule "A" of Bylaw 1551-14 be deleted and replaced with the attached Schedule "A".
2. That this Bylaw shall come into force and take effect upon third and final reading.

READ a first time this 28 day of April, 2025.

READ a second time this 28 day of April, 2025.

READ a third and final time this 28 day of April, 2025.

Redacted per S. 17 of the FOIP Act

Mayor

Redacted per s. 17 of the FOIP Act

Chief Administrative Officer

Signed by the Mayor and CAO this 6 day of May, 2025.

# Schedule “A”

## Fees, Rates, and Charges Bylaw

|   |    |
|---|----|
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TOWN OF WHITECOURT BYLAW NO. 1551-14

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# APPENDIX "A"

## Community Safety

### Fire Services: Fire Prevention - As established by Bylaw 1582

| Fire Prevention   |  |
|---|--|
| Fire Safety Plan Review and Inspection - Commercial/Industrial***   | \$225.00/occupancy   |
| Fire Safety Plan Review and Inspection - Residential***   | \$75.00/occupancy  |
| Fire Safety Presentations for schools, community groups and organizations   | No Charge  |
| Fire Inspection initiated by the Fire Chief proactively or by public complaint; inspections for Town of Whitecourt facilities; or public service occupancies.   | No Charge  |
| Request/required fire inspection, re-inspection, or special event inspection***   | \$150.00/hour  |
| Occupant Load Calculation and Certificate***  | \$120.00/occupancy   |
| Occupant Load Certificate Replacement Fee (must have satisfactory Fire Inspection completed within previous 12 months)***   | \$50.00/request  |
| Fire Permit   |  |
| Fire Pit (for fire pits, outdoor fireplaces, solid fuel cooking appliances)***  | \$25.00/fire pit for current occupant                          |
| Fire Pit requiring on-site inspection (for fire pits, outdoor fireplaces, solid fuel cooking appliances requiring site visit)***  | \$50.00/fire pit for current occupant                          |
| Campground***   | \$150.00/campground  |
| Fireworks***  | \$100.00/event   |
| Special Event***  | \$100.00/event   |
| Special Event hosted by the Town of Whitecourt, or hosted for religious or ceremonial purposes  | No Charge  |
| Open Burning***   | \$100.00/permit  |
| Incident Response   |  |
| <p>Response within the municipal boundary - This fee may be applied where the Fire Department responds to a fire, rescue, release of chemical, dangerous goods or other incident on any property if:</p> <p>*A fire for which a person is convicted of arson under the Criminal Code of Canada;</p> <p>*An unregulated release of dangerous goods;</p> <p>*A fire which is intentionally set, with or without permit, and becomes out of control or some other emergency results thereof.</p> | Government of Alberta Transportation Rate - Per Hour, Per Unit |
| Contractor Fees (invoiced at 100% cost recovery for an incident: Fire Investigator, Vac Truck, Excavator, Fencing, or Security)   | Cost +15% Administrative Overhead                              |

|   |  |
|---|--|
| Replacement cost of equipment and/or materials used, lost or damaged as a result of the response                | Cost +15% Administrative Overhead                              |
| Response outside the municipal boundary/jurisdiction, to areas included in an agreement, or Mutual Aid Response | Government of Alberta Transportation Rate - Per Hour, Per Unit |
| Structural Protection or Wildland Urban Interface Responses   | Government of Alberta Wildland Urban Interface Rates           |
| Fire Investigation***   | \$150.00/hour per member or portion thereof plus expenses      |
| Providing Security and/or fire watch for a Building Fire Protection System Shutdown***                          | \$100.00/hour per person                                       |

**Fire Department Training Grounds**

|                           |          |
|---------------------------|----------|
| External Facility Use Fee | \$850.00 |
|---------------------------|----------|

**Responsible Pet Ownership - As established by Bylaw 1580**

|  |                      |
|--|----------------------|
| Cat Trap Rental Fee  | \$30.00/5-day rental |
| Cat Trap Damage Deposit (refunded upon return of the trap in good condition) | \$50.00              |
| Impoundment Fee  | \$30.00/day          |
| Review of Council Fee  | \$50.00              |

**Whitecourt RCMP**

|   |           |
|---|-----------|
| Information Checks                                |           |
| Record Check/Declaration <sup>1</sup>             | \$30.00   |
| Vulnerable Sector Check - Volunteer <sup>1</sup>  | No Charge |
| Vulnerable Sector Check - Employment <sup>1</sup> | \$30.00   |
| Fingerprints                                      |           |
| Ink Prints for Foreign Countries                  | \$35.00   |
| Livescan for Land Immigrants                      | \$30.00   |
| Livescan for Employment                           | \$80.00   |
| Livescan for Vulnerable Sector Employment         | \$80.00   |
| Livescan for Vulnerable Sector Volunteer          | No Charge |
| Collision Report for Insurance Companies          | \$30.45   |

<sup>1</sup>Service not available to people who live outside of Whitecourt and Woodlands County.

## APPENDIX "B"

### COMMUNITY SERVICES

**Allan & Jean Millar Centre**

\*Individuals that are 18 years of age and still attending high school will be considered "Youth".

| Daily Admissions - Rates effective to August 5, 2025    |          |
|---|----------|
| Adult Drop-In Sport                                     | \$4.48   |
| Youth Drop-In Sport                                     | \$3.00   |
| Toonie Swim   | \$2.00   |
| Adult (18-59 years)                                     | \$8.43   |
| Senior (60-69 years)                                    | \$6.48   |
| Super Senior (70+ years)                                | \$3.24   |
| Youth (13-17 years)                                     | \$5.48   |
| Child (3-12 years)                                      | \$3.95   |
| Tot (under 3 years)                                     | Free     |
| Family  | \$18.86  |
| Running Track   | \$2.00   |
| Go Active Zone (for children ages 3-7 years)            | \$2.10   |
| 10 Visit Pass - Rates effective to August 5, 2025       |          |
| Adult (18-59 years)                                     | \$75.90  |
| Senior (60-69 years)                                    | \$58.30  |
| Super Senior (70+ years)                                | \$29.20  |
| Youth (13-17 years)                                     | \$49.30  |
| Child (3-12 years)                                      | \$35.60  |
| Tot (under 3 years)                                     | Free     |
| Family  | \$169.70 |
| Daily Admissions - Rates effective as of August 6, 2025 |          |
| Adult Drop-In Sport                                     | \$4.48   |
| Youth Drop-In Sport                                     | \$3.00   |
| Toonie Swim   | \$2.00   |
| Adult (18-59 years)                                     | \$8.85   |
| Senior (60-69 years)                                    | \$6.48   |
| Super Senior (70+ years)                                | \$3.24   |
| Youth (13-17 years)                                     | \$5.75   |
| Child (3-12 years)                                      | \$4.15   |
| Tot (under 3 years)                                     | Free     |
| Family  | \$19.80  |
| Running Track   | \$2.00   |
| Go Active Zone (for children ages 3-7 years)            | \$2.10   |
| 10 Visit Pass - Rates effective as of August 6, 2025    |          |
| Adult (18-59 years)                                     | \$79.66  |
| Senior (60-69 years)                                    | \$58.30  |
| Super Senior (70+ years)                                | \$29.20  |
| Youth (13-17 years)                                     | \$51.79  |
| Child (3-12 years)                                      | \$37.33  |

|  |          |
|--|----------|
| Tot (under 3 years)                                | Free     |
| Family   | \$178.23 |
| Summer Fun Passes (May 1 - August 31)              |          |
| Adult (18-59 years)                                | \$121.68 |
| Youth (13-17 years)                                | \$74.06  |
| Child (3-12 years)                                 | \$61.10  |
| Monthly Rates                                      |          |
| Adult (18-59 years)                                | \$50.81  |
| Senior (60-69 years)                               | \$38.11  |
| Super Senior (70+ years)                           | \$19.05  |
| Youth (13-17 years)                                | \$31.57  |
| Child (3-12 years)                                 | \$23.45  |
| Tot (under 3 years)                                | Free     |
| Annual Rates                                       |          |
| Adult (18-59 years)                                | \$507.85 |
| Senior (60-69 years)                               | \$342.80 |
| Super Senior (70+ years)                           | \$171.40 |
| Youth (13-17 years)                                | \$284.84 |
| Child (3-12 years)                                 | \$210.71 |
| Tot (under 3 years)                                | Free     |
| Family Monthly Rates                               |          |
| Adult (18-59 years)                                | \$40.65  |
| Senior (60-69 years)                               | \$30.49  |
| Super Senior (70+ years)                           | \$15.25  |
| Youth (13-17 years)                                | \$25.25  |
| Child (3-12 years)                                 | \$18.76  |
| Tot (under 3 years)                                | Free     |
| Family Annual Rates                                |          |
| Adult (18-59 years)                                | \$406.28 |
| Senior (60-69 years)                               | \$274.24 |
| Super Senior (70+ years)                           | \$137.12 |
| Youth (13-17 years)                                | \$227.40 |
| Child (3-12 years)                                 | \$168.57 |
| Tot (under 3 years)                                | Free     |
| Corporate Memberships - Monthly Rates <sup>2</sup> |          |
| Adult (18-59 years)                                | \$43.20  |
| Senior (60-69 years)                               | \$32.40  |
| Super Senior (70+ years)                           | \$16.20  |
| Youth (13-17 years)                                | \$26.82  |
| Corporate Memberships - Annual Rates <sup>2</sup>  |          |
| Adult (18-59 years)                                | \$431.68 |
| Senior (60-69 years)                               | \$291.38 |
| Super Senior (70+ years)                           | \$145.69 |
| Youth (13-17 years)                                | \$241.61 |

<sup>2</sup>Any business, corporation, registered society or association may participate in the package program, provided that a minimum of 5 people from the organization commit. In return, individual memberships will be sold at 15% discount off the regular rates (as noted in prices listed above).

|   |                       |
|---|-----------------------|
| <b>Administration Fees</b>                      |                       |
| Program Withdrawal Administration Fee           | \$10.50               |
| Annual Membership Hold Fee                      | \$5.00                |
| Cleaning Fee                                    | \$250.00              |
| Not Sufficient Funds (NSF) Fee                  | \$25.00               |
| Set-Up Fee                                      | \$250.00              |
| <b>Fitness</b>                                  |                       |
| Fitness Studio Rental                           | \$36.00/hour          |
| Fitness Instructor                              | \$50.00/hour          |
| <b>Aquatic</b>                                  |                       |
| 25m Pool Hourly Rental Rates                    | \$21.00/hour          |
| Club Rate - Rate effective to August 5, 2025    | \$13.25/lane per hour |
| Club Rate - Rate effective as of August 6, 2025 | \$14.25/lane per hour |
| Lane Swim Meet Rate                             | \$2,200.00            |
| School/Group Swim                               | \$28.00               |
| <b>Child Mind Rates</b>                         |                       |
| Drop-In Rate                                    | \$5.64                |
| 10-Hour Punch Pass                              | \$46.13               |
| 30-hour Punch Pass                              | \$123.00              |
| 60-hour Punch Pass                              | \$230.63              |

|  |  |
|--|--|
| <b>Meeting Room Rental Fees</b>                    |  |
| Hourly Regular Rate                                | \$35.87  |
| Hourly Non-Profit Rate                             | \$25.62  |
| <b>Special Services</b>                            |  |
| Area Tarp  | \$52.11/booking  |
| Bleacher Rental                                    | \$20.84/set per day  |
| Bouncy Castle                                      | \$130.26/hour  |
| Chair Rental - Rate effective to August 5, 2025    | \$1.56/chair   |
| Chair Rental - Rate effective as of August 6, 2025 | \$2.00/chair   |
| Facility Rental - For-Profit                       | \$5,200.00 or 15% of profits, whichever is greater, plus 10% deposit |
| Facility Rental - Non-Profit                       | \$1,664.00   |
| Table Rental - Rate effective to August 5, 2025    | \$3.65/table   |
| Table Rental - Rate effective as of August 6, 2025 | \$10.00/table  |
| Fieldhouse Change Room/Ref Room                    | \$24.81/room per booking   |
| Casual Staff                                       |  |
| Projector Rental                                   | \$20.84  |
| Stage Rental (includes set-up)                     | \$156.32   |
| Party Base Rental                                  | \$104.21   |
| 25+ People   | \$52.10  |
| Facilitated Party                                  | \$67.74  |
| Giant Games  | \$20.84  |
| Portable Microphone                                | \$20.84  |
| Portable Speakers                                  | \$26.05  |
| Dunk Tank  | \$26.05  |
| Dunk Tank Damage Deposit                           | \$100.00   |



|                                   |          |
|-----------------------------------|----------|
| Racquet Rental                    | \$1.90   |
| BBQ Damage Deposit                | \$100.00 |
| Chair Rental Damage Deposit       | \$100.00 |
| Giant Games Rental Damage Deposit | \$100.00 |
| Fieldhouse Rental Fees            |          |
| Full Surface - Youth              | \$84.72  |
| Full Surface - Adult              | \$107.28 |
| 1/2 Fieldhouse - Youth            | \$48.00  |
| 1/2 Fieldhouse - Adult            | \$62.09  |
| 1/3 Fieldhouse - Youth            | \$32.00  |
| 1/3 Fieldhouse - Adult            | \$41.54  |

**Community Resource Centre**

|                         |                             |
|-------------------------|-----------------------------|
| Multipurpose Room       |                             |
| Youth Rate              | \$31.74/hour                |
| Adult Rate              | \$37.04/hour                |
| Boardroom (seats 8)     |                             |
| Non-Profit Organization | \$15.32/hour or \$58.50/day |
| For Profit Organization | \$20.30/hour or \$78.09/day |

**Festival Way Rental**

|                |              |
|----------------|--------------|
| Damage Deposit | \$250.00     |
| Rental Rate    | \$150.00/day |

**Planned Giving Opportunities**

|                                       |                  |
|---------------------------------------|------------------|
| Park Bench or Main Street Bench       | \$2,000.00       |
| Picnic Table                          | \$2,500.00       |
| Playground Equipment                  | To Be Negotiated |
| One Kilometre or Gravel/Asphalt Trail | \$20,000.00      |
| Sponsorship of Event or Activity      | To Be Negotiated |
| Rest Stop Area or Viewpoint           | To Be Negotiated |

**Community Spectrum Advertising Rates**

|                      |          |
|----------------------|----------|
| Full Page            | \$200.00 |
| Half Page Horizontal | \$110.00 |
| Half Page Vertical   | \$110.00 |
| Quarter Page         | \$60.00  |
| Front Inside Cover   | \$250.00 |
| Back Inside Cover    | \$225.00 |
| Back Outside Cover   | \$250.00 |

**Twin Arenas Facility Admission/Rental Rates (rates listed are per hour fees)**

|                   |               |
|-------------------|---------------|
| Ice Rentals       |               |
| Minor Hockey      | \$95.18/hour  |
| Figure Skating    | \$95.18/hour  |
| Adult - Prime     | \$161.96/hour |
| Adult - Non-Prime | \$134.61/hour |

|  |               |
|--|---------------|
| Youth - Non-Prime (start time 7:00am to 4:00pm weekdays) - Rate effective to August 5, 2025    | \$68.36/hour  |
| Youth - Non-Prime (start time 7:00am to 4:00pm weekdays) - Rate effective as of August 6, 2025 | \$69.73/hour  |
| Youth - Prime - Rate effective to August 5, 2025   | \$95.18/hour  |
| Youth - Prime - Rate effective as of August 6, 2025  | \$97.08/hour  |
| Adult Tournament   | \$149.34/hour |
| Private Hockey Leagues (i.e. Junior "A")   | Per Contract  |
| Ice Rentals (Parties - Youth)  | \$95.18/hour  |
| Ice Rentals (Parties - Adult)  | \$161.96/hour |
| Facility Rental - No Ice   |               |
| Day Rate   | \$1,063.93    |
| Day rate Non-Profit  | \$521.05      |
| Bond Deposit   | \$500.00      |
| Shinny Admission Fees  |               |
| 2 Years and Under  | Free          |
| 3-12 Years   | \$1.98        |
| 13-17 Years  | \$2.98        |
| Adult  | \$4.96        |
| Facility Sign Board Advertising - in McLeod Arena  |               |
| Installation Fee   | \$50.00       |
| 4' x 8' Sign Board (for one year)  | \$280.00      |
| Public Skating Admission is currently sponsored by a local service club                        |               |

**Sportfield Facility Rental Rates**

|  |           |
|--|-----------|
| Adult field/diamond league fees (per season) | \$394.01  |
| Youth Field/diamond league fees (per season) | \$198.49  |
| Occasional Use                               | No Charge |
| Day Use                                      | \$72.60   |
| Sportfield Damage Deposit                    | \$250.00  |

**Sportfield Facility Rental Rates for Tournaments**

|  |                  |
|--|------------------|
| Tournament Play - Adult  | \$297.00/weekend |
| Tournament Play - Local Minor Ball                               | \$133.98         |
| Enhanced Tournament Maintenance and Cleaning Service Options     | Per Contract     |
| Damage deposit for sportfield facility rental by non-local teams | \$5,000.00       |
| Concession facility deposit for local team rentals               | \$250.00         |
| Bathroom facility deposit for local team rentals                 | \$250.00         |

**Whitecourt Transit**

|   |  |
|---|--|
| <b>Advertising Fees</b>   |  |
| <b>Dial A Bus - Interior Signage Rates</b>  |  |
| Interior Side Panel (minimum 2 month term)  | \$60.00/month                                  |
| <b>Public Transit - Interior Signage Rates (terms negotiable)</b>   |  |
| Interior Side Panel (minimum 2 month term)  | \$60.00/month                                  |
| <b>Public Transit - Exterior Signage Rates</b>  |  |
| Tail Sign (minimum 6 month term)  | \$500.00/month or \$5,500.00/year              |
| <b>Bus Shelter Signage Rates</b>  |  |
| Board (minimum 2 month term)  | \$300.00-\$400.00/ month depending on location |
| <b>Transit Fares</b>  |  |
| Cash Fare   | \$3.00   |
| Transit 10-Ticket Pass  | \$25.00  |
| Adult Monthly Pass  | \$70.00  |
| Senior (65+)/Youth (7-17 years) Monthly Pass  | \$40.00  |
| Children (6 and under)  | Free   |
| Youth Groups  | \$1.00/child                                   |
| Annual Student Pass - Valid September 1 to August 31 (Students from both school districts, post secondary institutions, and the community at large qualify) | \$275.00                                       |
| Dial A Bus Pass   | \$40.00  |
| Transportation Grant Transit Pass   | \$40.00  |

## APPENDIX "C"

### CORPORATE SERVICES

#### Freedom of Information and Protection of Privacy (FOIP) Requests

Where an individual is required to pay a fee for services, such fee shall be payable in accordance with the Freedom of Information and Protection of Privacy Regulation, A/R 186/2008, as amended from time to time, or any successor Regulation that sets fees for requests for information.

#### Forest Interpretive Centre - Rental Rates

|                        |          |
|------------------------|----------|
| Hourly Regular Rate    | \$37.67  |
| Hourly Non-Profit Rate | \$26.90  |
| Daily Rate             | \$150.68 |
| Daily Non-Profit Rate  | \$107.63 |

#### Hawkers & Pedlars Licence - As established by Bylaw 1462

|                                    |                          |
|------------------------------------|--------------------------|
| Annual Licence Fee                 | \$200.00                 |
| Transfer of Licence within Company | \$25.00/licence transfer |

#### Copy Service

|              |             |
|--------------|-------------|
| Photocopying | \$0.25/page |
|--------------|-------------|

#### Returned Payments

|                                   |         |
|-----------------------------------|---------|
| For pre-authorized debit accounts | \$25.00 |
| For cheque payments               | \$25.00 |

#### Taxation

|                           |                  |
|---------------------------|------------------|
| Assessment Information    | \$10.00 flat fee |
| Tax Certificates          | \$25.00          |
| Tax Recovery Notification | \$25.00          |

#### Assessment Complaint Fees

|   |          |
|---|----------|
| To Regional Local Assessment Review Board     | \$50.00  |
| To Regional Composite Assessment Review Board | \$650.00 |

#### Third Party Billing Fees

|                        |  |
|------------------------|--|
| Administration Fee     | \$20.00  |
| Miscellaneous Labour   | Fee is double the Town's costs   |
| Materials              | Cost to Town plus 20%  |
| Equipment Rental Rates | Established by Alberta Road Builders Association Equipment Rental Rates Guide plus 20% |

**Credit Card Processing Fee**

|  |             |
|--|-------------|
| Administrative Fee for credit card transactions (Processing fees shall not apply to Community Services fees (rentals, advertising, programs, child mind, planned giving opportunities, sponsorship/donations, Transit, Dial-A-Bus, facility passes and admissions, etc.); and, Infrastructure fees (cemetery, shallow utility line assignments). | 2% of total |
|--|-------------|

## APPENDIX "D"

### INFRASTRUCTURE

#### Cemetery - As established by Bylaw 1563\*\*\*

|  |                               |
|--|-------------------------------|
| Grave Lot Purchase   |                               |
| Resident***  | \$530.00                      |
| Non-Resident***  | \$663.00 <sup>3</sup>         |
| Veteran (Field of Honour)                                    | No Charge                     |
| Opening and Closing  |                               |
| Grave Opening and Closing - casket***                        | \$597.00                      |
| Urn Opening and Closing (Monday-Friday 10:00am to 4:00pm)*** | \$199.00                      |
| Urn Opening and Closing (after hours, weekends, holidays)*** | \$67.00/hour <sup>4</sup>     |
| Columbarium  |                               |
| Resident***  | \$1,128.00 <sup>5</sup>       |
| Non-Resident***  | \$1,255.00 <sup>3 and 5</sup> |
| Veteran***   | \$817.00                      |
| Second Opening and Closing***                                | \$133.00 <sup>4</sup>         |
| Second Urn Engraving***                                      | \$530.00                      |
| New Face Plate (if required)***                              | \$199.00                      |
| Niche Vase***  | \$265.00                      |
| Extra Engraving (images, inlays, diamond etching)            | At Cost                       |
| Transfer Application Fee***                                  | \$52.00                       |

<sup>3</sup> Non-Resident - Someone who reside outside of Whitecourt or Woodlands County.

<sup>4</sup> Opening and Closing Fees apply plus after hours and/or holiday hourly rate; weekend opening and closing for urns and additional hourly rate applies.

<sup>5</sup> Cost includes engraving for the first urn, and opening and closing for the first urn. Inscription on the cover (modified Roman Font) will consist of Surname; Given Name(s); Date(s) of Birth; Date(s) of Death; and, a one-line epitaph.

#### Concrete and Asphalt Rubble Disposal Fee

|                                |          |
|--------------------------------|----------|
| Tandem Axle Truck***           | \$250.00 |
| Tri Axle Truck***              | \$313.00 |
| Tandem End Dump***             | \$375.00 |
| Tridem End Dump***             | \$417.00 |
| Loader Bucket***               | \$42.00  |
| Pickup***                      | \$21.00  |
| 2-Axle Trailer (light duty)*** | \$21.00  |
| 3-Axle Trailer (light duty)*** | \$31.00  |

#### Residential Waste Services - As established by Bylaw 1464

|                              |               |
|------------------------------|---------------|
| Waste Cart Replacement Fee   | \$120.00      |
| Landfill Disposal Fee        | \$14.05/month |
| Residential Pickup           | \$11.50/month |
| Recycling Residential Pickup | \$10.29/month |

**Shallow Utility Installation on Town Land**

|   |                         |
|---|-------------------------|
| <b>Shallow Utility Permit Fees</b>                                      |                         |
| Application Fee   | \$42.00/permit          |
| Processing, Review and Inspection Fee                                   | \$209.00/permit         |
| <b>Security on Shallow Utility Installation on Town Lands</b>           |                         |
| Security = Per Permit Fee + [Rate x (Width + 2m) x (Length + 2m)]       |                         |
| OR  |                         |
| Security = Per Permit Fee + [Rate x (Directional Drilling Length + 2m)] |                         |
| <b>Asphaltic Pavement Excavation</b>                                    |                         |
| Minimum Charge  | \$678.00/permit         |
| 50 millimetres compacted lift   | \$83.00/m <sup>2</sup>  |
| 75 millimetres compacted lift   | \$92.00/m <sup>2</sup>  |
| 100 millimetres compacted lift  | \$98.00/m <sup>2</sup>  |
| <b>Landscaped Area Excavation</b>                                       |                         |
| Minimum Charge  | \$417.00/permit         |
| Of established sod  | \$37.00/m <sup>2</sup>  |
| Of established grass  | \$27.00/m <sup>2</sup>  |
| Natural ground  | \$11.00/m <sup>2</sup>  |
| <b>Concrete Area Excavations</b>  |                         |
| Minimum Charge  | \$782.00/permit         |
| Sidewalks   | \$438.00/m <sup>2</sup> |
| 250 millimetres curb and gutter   | \$375.00/l.m.           |
| 500 millimetres curb and gutter   | \$542.00/l.m.           |
| Concrete swale  | \$323.00/m <sup>2</sup> |
| <b>Directional Drilling</b>   |                         |
| Minimum Charge  | \$313.00/permit         |
| Inside of soft surface, landscape area                                  | \$26.00/l.m.            |
| Inside of hard surface landscape area                                   | \$42.00/l.m.            |

Other work not listed in the Shallow Utility Installation Fees, will be qualified based on field measurements and industry-standard costs.

|   |                      |
|---|----------------------|
| <b>Non-refundable fees for Shallow Utility Installation on Town Lands</b>       |                      |
| <b>Infrastructure Degradation</b>   |                      |
| Cost of increased maintenance and/or reduce the life of relevant infrastructure | 5% of Security Total |

**Temporary Traffic Control Permit**

|                 |                |
|-----------------|----------------|
| Application Fee | \$42.00/permit |
|-----------------|----------------|

**Transportation Routing and Vehicle Information System - Multi Jurisdiction (TRAVIS-MJ)**

|  |         |
|--|---------|
| Overweight/Over dimension permit application fee | \$25.00 |
| Above permit cancellation fee                    | \$25.00 |

**Water & Sewer Charges - As established by Bylaw 1511**

|   |         |
|---|---------|
| <b>Administration Fees</b>                  |         |
| Reprint Fee for invoices, receipts, summary | \$11.00 |

|  |   |
|--|---|
| Late Payment   | 3.5% per month of outstanding balance   |
| Camera Line Fee  | \$114.00  |
| Deposits   |   |
| Municipal Infrastructure Restoration Deposit   | \$2,500.00  |
| Deposit for Commercial Bulk Water  | \$2,000.00  |
| Deposit for Residential Bulk Water   | \$300.00  |
| Special Use Fees   |   |
| Temporary water supply for construction purposes and includes temporary water meter  | Admin fee \$90.00 plus refundable meter deposit of \$500.00, plus consumption charges   |
| Use of designated fire hydrants and applicable apparatuses (e.g.. 3" turbine water meter and back-flow preventer) to obtain bulk water | Admin fee \$120.00 plus refundable deposit \$2,500.00, plus applicable bulk water rates |
| Operational Fees   |   |
| Meter Charge (various sizes)   | At cost plus 20%  |
| Meter installation up to 25mm  | \$106.00  |
| Meter inspection over 25mm   | \$106.00  |
| Service connection inspection fee  | \$106.00  |
| Meter calibration/test   | \$106.00  |
| Requested meter reading  | \$42.00   |
| Disconnection fee  | \$42.00   |
| Reconnection fee   | \$42.00   |
| After hours calls (outside business hours)   | (3 hour minimum) \$97.00/hour   |
| No access fee (is charged in circumstances where a site visit was made, but access was not provided by the owner or occupant/tenant.)  | \$50.00   |
| Service Charge   |   |
| Water  | \$9.69/month  |
| Sewer  | \$9.69/month  |
| Sewer Charge   |   |
| Residential/Commercial/Industrial  | 100% of water consumption charged at \$1.66/m <sup>3</sup>                              |
| Water Charges  |   |
| Residential/Commercial/Industrial  | \$1.65/m <sup>3</sup>   |
| Bulk Water   | \$9.85/m <sup>3</sup>   |



## APPENDIX 'E'

### PLANNING AND DEVELOPMENT

#### Development Services

|   |   |
|---|---|
| Land Use Bylaw, Municipal Development Plan, Area Structure Plan Amendments  |   |
| One Application***  | \$1,445.00  |
| If more than one bylaw for the same project is involved***  | \$1,748.00  |
| Subdivision   |   |
| Application***  | \$930.00 + \$103.00/lot                           |
| Endorsement (not including Public Utility Lots)   | \$40.00/lot                                       |
| Subdivision/Development Appeal Board  |   |
| Appeal Fee (refunded if appellant wins)***  | \$310.00  |
| Building Permits - Residential/Dwelling Units   |   |
| New Construction  |   |
| Main level***   | \$0.67/ft <sup>2</sup>                            |
| Upper/Lower level***  | \$0.46/ft <sup>2</sup>                            |
| Additions/Renovations/Basement Development***   | \$0.42/ft <sup>2</sup> (min. \$205.00)            |
| Solid Fuel Burning Appliance (wood stove, or fireplace (if not included in new construction), hot tub/pool and rooftop solar panels)*** | \$155.00  |
| Demolition***   | \$155.00  |
| Geothermal Heating***   | \$280.00  |
| Accessory Building (shop, garage, shed)***  | \$0.36ft <sup>2</sup> (min. \$155.00)             |
| Covered Deck/Veranda***   | \$0.36ft <sup>2</sup> (min. \$155.00)             |
| Uncovered Deck***   | \$155.00  |
| Building Permits - Manufactured and Modular Homes   |   |
| Modular Home Setup***   | \$260.00  |
| Basement Development (if on full basement)***   | \$0.42/ft <sup>2</sup> (min. \$205.00)            |
| Ready to Move (RTM)   | \$390.00  |
| Basement Development (if on full basement)***   | \$0.42/ft <sup>2</sup> (min. \$205.00)            |
| Building Permits - Commercial/Industrial/Institutional  |   |
| First \$1,000,000 construction value***   | \$6.90 per \$1,000.00 construction value          |
| Over \$1,000,000 construction value***  | \$6,900.00 + \$5.40/\$1,000.00 construction value |
| Minimum Fee***  | \$430.00  |
| Demolitions***  | \$230.00  |
| Other Building Permit Fees/Charges  |   |
| Reinspection Fee***   | \$155.00  |
| Reopening Fee (reinspection may be required when reopening a permit)***   | \$75.00   |
| Permit Extensions - maximum on year***  | \$155.00  |

|  |   |
|--|---|
| Variances (charged at a minimum of 2 hours, not subject to the SCC Levy)***  | \$128.00/hour   |
| <b>Cancellations/Refunds</b>   |   |
| Refunds for cancelled Building Permits will be provided as follows:<br>Original building permit fee less \$50.00 if a drawing review has not yet been completed.<br><br>75% of original building permit fee if a drawing review has been completed.<br>Should any work of construction start prior to obtaining the required permit(s), The Town shall charge double the Permit Fees, to a maximum of \$500.00 surcharge per permit plus SCC Levy. |   |
| <b>Safety Code Council (SCC) Levy (added to each Permit Fee)</b>   |   |
| Building Code Fee  | 4%  |
| Minimum Levy   | \$4.50  |
| Maximum Levy   | \$560.00  |
| <b>Development Permits<sup>6</sup></b>   |   |
| Residential Permitted Use With Construction***   | \$49.00 + \$1.70/m <sup>2</sup> (max. \$1,650.00)                       |
| Residential Permitted Use Without Construction***  | \$49.00   |
| Non-Residential Permitted Use With Construction***   | \$128.00 + \$1.70/m <sup>2</sup> (max. \$1,650.00)                      |
| Non-Residential Permitted Use Without Construction***  | \$128.00  |
| Direct Control Application***  | \$368.00 Regular Permit fees would apply unless bylaw is being amended. |
| <b>Encroachment</b>  |   |
| Application Fee***   | \$368.00  |
| <b>Municipal Planning Commission<sup>6</sup></b>   |   |
| Discretionary Use (includes base permit fees)***   | \$368.00  |
| Special Meeting (*plus MPC Variance/Discretionary Fee)***  | \$368.00  |
| <b>Variance<sup>6</sup></b>  |   |
| Administrative (within 20%) includes base permit fee***  | \$190.00  |
| Municipal Planning Commission includes base permit fee***  | \$368.00  |

<sup>6</sup> Fees are doubled when development (work) started prior to permit/variance being issued.

#### Other Development Service Fees:

|  |                        |
|--|------------------------|
| <b>File Review Fee</b>                                   |                        |
| Single Family Home                                       | \$35.00 flat fee       |
| Multi-Family and Non-Residential (minimum 1 hour charge) | \$85.00/hour           |
| Environmental Review Fee (minimum one hour charge)       | \$25.00 + \$85.00/hour |
| <b>Map Printing</b>                                      |                        |
| 2' x 3' map - black and white                            | \$15.00                |
| 2' x 3' map - colour                                     | \$25.00                |
| 3' x 5' map - black and white                            | \$20.00                |
| 3' x 5' - colour   | \$30.00                |
| Map scanning (using plotter)                             | \$5.00/page            |

#### Off Site Levies - As established by Bylaw 1532

|   |                          |
|---|--------------------------|
| Off Site Levy rates are amended each year based on the Annual Off Site Levy Review Report                                     |                          |
| Single Family Dwelling Unit (including manufactured homes, duplex, triplex and four plex developments, excluding row housing) | \$4,765.00/dwelling unit |

|  |                          |
|--|--------------------------|
| Multi Family Dwelling Unit (any development with 5 or more units, including row housing) | \$2,075.00/dwelling unit |
| Non-Residential  | \$55,534.00/hectares     |