

BYLAW NO. 1551-16

**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 1551-15 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 and is duly signed..

READ a first time this 23 day of June, 2025.

READ a second time this 23 day of June, 2025.

READ a third and final time this 23 day of June, 2025.

Original Signed

Mayor

Original Signed

CAO

Signed by the Mayor and CAO this 26 day of June, 2025.

Schedule “A”

Fees, Rates, and Charges Bylaw

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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/Multi-Family***	\$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
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Responsible Pet Ownership - As established by Bylaw 1580

Cat Trap Rental Fee	\$30.00/5-business 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 ¹	\$30.00
Vulnerable Sector Check - Volunteer ¹	No Charge
Vulnerable Sector Check - Employment ¹	\$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

¹Service 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 ²	
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 ²	
Adult (18-59 years)	\$431.68
Senior (60-69 years)	\$291.38
Super Senior (70+ years)	\$145.69
Youth (13-17 years)	\$241.61

²Any 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).

Administration Fees	
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
Fitness	
Fitness Studio Rental	\$36.00/hour
Fitness Instructor	\$50.00/hour
Aquatic	
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
Child Mind Rates	
Drop-In Rate	\$5.64
10-Hour Punch Pass	\$46.13
30-hour Punch Pass	\$123.00
60-hour Punch Pass	\$230.63

Meeting Room Rental Fees	
Hourly Regular Rate	\$35.87
Hourly Non-Profit Rate	\$25.62
Special Services	
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 Sport Organization	\$97.08/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)	\$97.08/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

Advertising Fees	
Dial A Bus - Interior Signage Rates	
Interior Side Panel (minimum 2 month term)	\$60.00/month
Public Transit - Interior Signage Rates (terms negotiable)	
Interior Side Panel (minimum 2 month term)	\$60.00/month
Public Transit - Exterior Signage Rates	
Tail Sign (minimum 6 month term)	\$500.00/month or \$5,500.00/year
Bus Shelter Signage Rates	
Board (minimum 2 month term)	\$300.00-\$400.00/ month depending on location
Transit Fares	
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
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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

The Credit Card Processing Fee will be applicable to credit card payments over \$5,000. For tax roll accounts, the \$5,000 maximum shall apply per tax roll per annum. 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
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APPENDIX "D"

INFRASTRUCTURE

Cemetery - As established by Bylaw 1563***

Grave Lot Purchase	
Resident***	\$530.00
Non-Resident***	\$663.00 ³
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 ⁴
Columbarium	
Resident***	\$1,128.00 ⁵
Non-Resident***	\$1,255.00 ^{3 and 5}
Veteran***	\$817.00
Second Opening and Closing***	\$133.00 ⁴
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

³ Non-Resident - Someone who reside outside of Whitecourt or Woodlands County.

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

⁵ 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

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

Non-refundable fees for Shallow Utility Installation on Town Lands	
Infrastructure Degradation	
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
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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

Administration Fees	
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 ³
Water Charges	
Residential/Commercial/Industrial	\$1.65/m ³
Bulk Water	\$9.85/m ³

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 ²
Upper/Lower level***	\$0.46/ft ²
Additions/Renovations/Basement Development***	\$0.42/ft ² (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 ² (min. \$155.00)
Covered Deck/Veranda***	\$0.36ft ² (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 ² (min. \$205.00)
Ready to Move (RTM)	\$390.00
Basement Development (if on full basement)***	\$0.42/ft ² (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
Cancellations/Refunds	

<p>Refunds for cancelled Building Permits will be provided as follows:</p> <p>Original building permit fee less \$50.00 if a drawing review has not yet been completed.</p> <p>75% of original building permit fee if a drawing review has been completed.</p> <p>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.</p>	
Safety Code Council (SCC) Levy (added to each Permit Fee)	
Building Code Fee	4%
Minimum Levy	\$4.50
Maximum Levy	\$560.00
Development Permits⁶	
Residential Permitted Use With Construction***	\$49.00 + \$1.70/m ² (max.\$1,650.00)
Residential Permitted Use Without Construction***	\$49.00
Non-Residential Permitted Use With Construction***	\$128.00 + \$1.70/m ² (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.
Encroachment	
Application Fee***	\$368.00
Municipal Planning Commission⁶	
Discretionary Use (includes base permit fees)***	\$368.00
Special Meeting (*plus MPC Variance/Discretionary Fee)***	\$368.00
Variance⁶	
Administrative (within 20%) includes base permit fee***	\$190.00
Municipal Planning Commission includes base permit fee***	\$368.00

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

Other Development Service Fees:

File Review Fee	
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
Map Printing	
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 - effective to December 31, 2025	
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

Off Site Levy rates are amended each year based on the Annual Off Site Levy Review Report - effective as of January 1, 2026	
Single Family Dwelling Unit (including manufactured homes,	\$4,763.00/dwelling unit
Multi Family Dwelling Unit (any development with 5 or more units,	\$2,074.00/dwelling unit
Non-Residential	\$55,504.00/hectare