

## **BYLAW 09-25**

### **BEING A BYLAW OF THE TOWN OF OKOTOKS IN THE PROVINCE OF ALBERTA TO ESTABLISH FEES, RATES, AND CHARGES FOR SERVICES PROVIDED BY THE MUNICIPALITY**

**WHEREAS** pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto Council may pass a bylaw for the purpose of establishing fees, rates, and charges for services provided by the Municipality.

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

#### **1. SHORT TITLE**

1.1 This Bylaw may be known as the "Fees, Rates, and Charges Bylaw".

#### **2. GENERAL**

2.1 The fees, rates, and charges contained in Schedule "A" and forming part of this Bylaw, shall be the fees, rates, and charges in effect for the provision of goods and services stated.

2.2 If there is a conflict between the numerical amount for a fee set in this Bylaw and the numerical amount for a similar fee in another bylaw or policy of the Town, this Bylaw takes precedence.

2.3 Schedule "A" may be amended from time to time by bylaw and any such amendment shall form part of this Bylaw.

#### **3. SEVERABILITY**

3.1 It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is the further intention of Council that if any provision of this Bylaw is declared invalid, all other provisions hereof shall remain valid and enforceable.

This Bylaw shall come into full force upon third and final reading, and be effective January 1, 2025 in Schedule "A", unless otherwise indicated.

READ A FIRST TIME this 12<sup>th</sup> day of November 2024.

READ A SECOND TIME this        day of        2024.

READ A THIRD TIME AND PASSED this        day of        2024.

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Mayor

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Chief Administrative Officer

First Reading Version

**Schedule "A" – Bylaw 09-25**

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GST Explanation:  
T – Taxable, tax added extra to the stated rate  
E – GST exempt  
I – Rate includes GST

Fees in black – effective January 1, 2025  
Fees in blue – effective May 1, 2025  
Fees in green – effective September 1, 2025

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
<b>1. SERVICES</b>			
<b>1.1 Administration</b>			
1.1.1 Penalty rate on trade accounts receivable in arrears (unless otherwise indicated in the category)	1.5%	Monthly	E
1.1.2 Okotoks logo flags	150.00	Each	T
1.1.3 Property tax information to lending institutions	36.75	Each	E
1.1.4 Tax recovery notification/lien registration and discharge	157.50	Each	E
1.1.5 Tax Certificate - electronic	36.75	Each	E
1.1.6 Tax Certificate - manual	36.75	Each	E
1.1.7 Tax inquiries (other than tax and legal descriptions)	36.75	Each	E
1.1.8 Account document	36.75	Each	E
1.1.9 Accounts Receivable transfers to taxes	52.50	Each	E
1.1.10 Returned payments/NSF cheques/rejected credit card scheduled payment	36.75	Each	E
1.1.11 Correction of banking transactions for customers	36.75	Each	E
1.1.12 Environmental Site Assessment (ESA) file search request	280.00	Per property	E
<b>1.2 Appeals</b>			
1.2.1 Assessment Complaints:			
a) Residential: 3 or fewer dwellings and farm land under one roll number	50.00	Each	E
b) Residential: 4 or more dwellings	325.00	Each	E
c) Non-residential	650.00	Each	E
1.2.2 Subdivision and Development	375.00	Each	E

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**1.3 Freedom of Information and Protection of Privacy (FOIP):**

1.3.1 For each FOIP application:

a) General information application	25.00	Each	E
b) General information continuing request application	50.00	Each	E
c) Time for searching, locating, retrieving, and preparing records for disclosure - over and above \$150	6.75	Per quarter hour	E

1.3.2 For producing a record from an electronic record:

a) Computer processing and related charges	Actual cost	Each	E
b) Computer programming	Actual cost	Each	E

1.3.3 For producing a paper copy of a record:

a) Black and White up to 8 1/2" x 14"	0.25	Per page	E
b) Plans and blueprints	Actual cost	Each	E

1.3.4 For producing a copy of a record stored on the following media:

a) Computer discs	Actual cost	Each	E
b) Audio and video tapes	Actual cost	Each	E

1.3.5 For producing a copy of a record by any process on/in any medium/format not listed above

Actual cost	Each	E
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**1.4 Mapping and GIS Services:**

- All maps and data must have a disclaimer attached
- All rates for mapping services as noted, unless otherwise negotiated by agreement
- Other datasets are also available from the Town's GIS Business Centre

1.4.1 Maps - land use, base and addressing	15.00	Each	T
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1.4.2 Air photo - colour ink plot reproduction (entire air photo)	125.00	Each	T
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1.4.3 Plotting Requests:

a) 24"x36" colour plot (A1 sheet size)	30.00	Each	T
b) 24"x36"Black and White plot (A1 sheet size)	25.00	Each	T
c) 36"x48" colour plot (AO sheet size)	40.00	Each	T

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d) 36"x48" Black and White plot (AO sheet size)	35.00	Each	T
e) Miscellaneous plotting (charge scale includes plotting expense)	75.00	Per hour	T
<b>1.4.4 Digital Information:</b>			
a) Digital colour orthophoto with legal survey fabric (not entire database)	100.00	Each	T
b) Digital colour orthophoto with legal survey fabric (entire database)	500.00	Each	T
c) Digital colour orthophoto without legal survey fabric (not entire database)	100.00	Each	T
d) Digital colour orthophoto without legal survey fabric (entire database)	500.00	Each	T
e) PDF file generation	20.00	Each	T
f) Deep utility information (water, sanitary and storm)	125.00	Each	T
g) Deep utility information (water, sanitary and storm) for 3 layer	300.00	Each	T
<b>1.5 Community Identity:</b>			
<b>1.5.1 Annual Business Licenses</b>			
(after mid-year fees prorated quarterly for start-ups and projects):			
a) Resident business annual fee (any business operating from a taxable premises in Town, including home occupations):	160.00	Each	E
b) Non-district annual fee (any business located beyond boundary of Foothills County, e.g. Calgary)	400.00	Each	E
c) Foothills County annual fee (any business with home base within boundaries of Foothills County)	275.00	Each	E
<b>1.5.2 Special Licenses:</b>			
a) Daily license (1 day)	50.00	Each	E
b) Weekly license (7 consecutive days)	100.00	Each	E
c) Monthly license (30 consecutive days)	150.00	Each	E
d) Seasonal mobile food vending	200.00	Each	E
e) Business license appeal fee	100.00	Each	E
f) Market/trade shows or similar events with 15 or less vendors	200.00	Each	E
g) Market/trade shows or similar events with 16 - 30 vendors	275.00	Each	E
h) Market/trade shows or similar events with 31+ vendors	500.00	Each	E

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1.5.3 Penalty fees for late payment - business license (added February 1<sup>st</sup> or 60 days after original invoice, one time charge for all late accounts):

a) Resident business, non-district business, and Foothills County business only	50.00	Each	E
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1.5.4 Site License - Residential:

a) Single detached and semi-detached dwellings - new construction	275.00	Building permit	E
b) Multi-unit 3-8 units - new construction	850.00	Building permit	E
c) Multi-unit 9-24 units - new construction	1700.00	Building permit	E
d) Multi-unit 25+ units - new construction	2550.00	Building permit	E
e) Multi-unit 3-8 units - renovation	425.00	Building permit	E
f) Multi-unit 9-24 units - renovation	850.00	Building permit	E
g) Multi-unit 25+ units - renovation	1275.00	Building permit	E

1.5.5 Site License - Non-Residential:

a) New or renovation value \$0.1M -<\$1M	850.00	Building permit	E
b) New or renovation value \$1M-<\$5M	1700.00	Building permit	E
c) New or renovation value \$5M+	2550.00	Building permit	E

1.5.6 Film Production Fees:

- Facility rental rates applied to all productions on sites where rates and fees apply, as per facility rental rates and fee schedules.

a) Production permit - crew size 1-49 (non-refundable)	300.00	Each	T
b) Production permit - crew size 50-99 (non-refundable)	750.00	Each	T
c) Production permit - crew size 100+ (non-refundable)	1000.00	Each	T
d) Damage deposit - crew size 1-49	1000.00	Each	T
e) Damage deposit - crew size 50-99	2000.00	Each	T
f) Damage deposit - crew size 100+	3000.00	Each	T
g) On-street parking - downtown (per day up to 4 production vehicle spots)	200.00	Per 4 spots	T
h) On-street parking - inside Town limits (per day up to 4 production vehicle spots)	160.00	Per 4 spots	T
i) Road closure - main road	500.00	Per day	T
j) Road closure - side road	300.00	Per Day	T

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k) Sidewalk closure	100.00	Per day	T
l) On-site Town liaison as required - minimum 3 hour charge	100.00	Per hour	T
m) On-site Police/law enforcement (per officer/hour) at the Town's discretion	120.00	Per person/hour	T
1.5.7 On-site Fire Safety Personnel and Equipment:			
a) Full pump truck and 4-5 firefighters	800.00	Per hour	T
b) Command truck and 1-2 firefighters	650.00	Per hour	T
1.5.8 Okotoks Parade commercial (business) entry fee			
	35.00	Each	E
1.5.9 Residential Development Permits:			
a) Dwelling units	775 + 110 per unit	Base + per unit	E
b) Additions	500 + 0.50 per m <sup>2</sup>	Base + m <sup>2</sup>	E
c) Accessory buildings and uses, residential change of use	500.00	Each	E
1.5.10 Commercial/Institutional/Industrial Development Permits:			
a) New construction and additions	1100 + 2.50 per m <sup>2</sup>	Base + m <sup>2</sup>	E
b) Change of use	500.00	Each	E
c) All other (including signs)	500.00	Each	E
1.5.11 Antennas:			
a) Telecommunication towers	5000.00	Per application	E
b) Amateur radio towers	275.00	Each	E



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**1.5.12 Related Development Permit Fees:**

a) Development concept plan	1500.00	Per application	E
b) Development permit time extension (commencement or completion)	350.00	Per application	E
c) Change to development concept plan	1250.00	Per application	E
d) Development permit amendment (minor - no Development Agreement)	375.00	Per application	E
e) Development permit amendment (major - with Development Agreement)	1050.00	Per application	E
f) Pre-application permit meetings. First meeting free, subsequent meetings will be charged and refunded if a completed application is submitted.	200.00	Each	E

**1.5.13 Statutory Plan Processes:**

a) Amendments to Land Use Bylaw, Municipal Development Plan, an Area Structure Plan, or Area Redevelopment Plan:			
i) Minor (no change in use or density)	2750.00	Per application	E
ii) Major (new districts, change in use, change in density, re-designation)	5500.00	Per application	E
b) Direct Control re-designation application	The greater of 5500 or 400/ha	Per application	E
c) Other (Municipal Reserve designation, removal and disposal, road closure)	1500.00	Per application	E
d) Area Structure Plan (ASP)	7500 + 100/ha	Per application	E
e) Neighbourhood Area Structure Plan (NASP)	The greater of 5000 or 500/ha	Each	E
f) Neighbourhood Area Structure Plan in an Area Structure Plan prepared by the Town	NASP fee plus 1125/ha	Each	E
g) Amendment to an ASP	50% of current ASP base fee + 75/ha	Each	E
h) Amendment to NASP or Outline Plan	50% of current NASP fee + 75/ha	Each	E

**1.5.14 Miscellaneous Fees:**

a) Direct Control public hearing	825.00	Each	E
b) Pageantry features application	1200.00	Each	E

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1.5.15 Encroachment or amending agreement:			
• 50% refundable if application for encroachment agreement is refused			
a) Residential	525.00	Per application	E
b) Non-residential or multi-unit residential (>2 units)	825.00	Per application	E
1.5.16 Requests to Council regarding planning matters (e.g. variance to flood proofing)	750.00	Each	E
1.5.17 License of occupation	775.00	Each	E
1.5.18 Street name change	300 + 50 per address	Base + per address	E
1.5.19 Address change	350.00	Each	E
1.5.20 Name registration	200.00	Each	E
1.5.21 File searches (e.g. letter of zoning, copy of RPR)	100 per dept. + 0.25 per copy	Base per department + per copy	E
1.5.22 Re-inspection fee (development completions for third and subsequent inspection requests)	250.00	Per inspection	E
1.5.23 Development without a Development Permit where one is required (at discretion of Development Authority)	Double the relevant fee	Each	E
1.5.24 Compliance Reviews:			
a) Residential (<3 dwelling units)	175.00	Per unit	E
b) Residential priority service - 2 business days (<3 dwelling units)	350.00	Per unit	E
c) All others (e.g. non-residential, Multi-unit residential >2 dwelling units)	350.00	Per unit	E
d) All others priority service - 2 business days (e.g. non-residential, Multi-unit residential >2 dwelling units)	700.00	Per unit	E

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1.5.25 Subdivision Applications:

- Lots designated as reserve (MR, MSR, ER) or public utility lots are not counted toward per lot fee.
- Tentative Plan fees used for bareland condominium plans.
- Applicant is responsible for any additional fees that may be incurred by the Town as a result of the location, design or unique characteristics or circumstances of a particular subdivision application, including but not limited to:  
land appraisal, consulting, and legal fees.

a) Concept plans	1750.00	Per application	E
b) Tentative plan (existing residential lot separation or boundary adjustment – includes endorsement)	The greater of 2750 or 275 per lot	Each	E
c) Subdivision endorsement fee	The greater of 750 or 125 per lot	Each	E
d) Boundary adjustment and separation of 1 lot into a maximum of 2 lots (includes endorsement)	1300.00	Per application	E
e) Subdivision time extension	350.00	Per application	E
f) Minor revisions to subdivision approval	350.00	Per application	E
g) Condominium conversions	40.00	Per unit	E

**1.6 Community Planning:**

1.6.1 Subdivision Servicing Agreement:

a) Water usage for flushing of mains	100.00	Per 50 lineal meters	E
b) Engineering review and inspection	5510.00	Per hectare	E
c) GIS and Mapping	1100.00	Per hectare	E
d) Additional reviews, after 3 reviews	1640.00	Each	E

1.6.2 Development Agreement:

a) Development site servicing permit	1080.00	Each	E
b) Additional inspections, after 2 inspections	640.00	Each	E
c) Additional Reviews, after 2 reviews	325.00	Each	E

1.6.3 Stripping and grading permit application

	1080.00	Each	E
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1.6.4 Traffic signal timing report

	290.00	Each	E
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1.6.5 Development capacity (Water Allocation Policy)

	8.11	Per m <sup>3</sup>	E
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SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
<b>1.7 Assessment &amp; Buildings:</b>			
1.7.1 If construction is commenced without a valid and subsisting permit, double the applicable fee shall be charged.	200% of applicable fee	Per occurrence	E
1.7.2 Work site safety –	500.00	Per occurrence	E
<ul style="list-style-type: none"> <li>• Construction fencing missing, fallen or not securely installed. Construction bin placement, not covered and/or over loaded.</li> <li>• Construction in occupied neighbourhoods – failure to keep public sidewalk access free of hazards (construction material, vehicles, snow and ice)</li> </ul>			
1.7.3 Permit Extensions/Renewal - from the date of issuance all permits expire as follows:			
<ul style="list-style-type: none"> <li>• within one year (Residential)</li> <li>• within two years (non-residential)</li> <li>• within one year (Plumbing, Gas, Electrical and HVAC)</li> <li>• If the permit applicant provides a written request and payment prior to the permit expiry date then a permit extension will apply (discretion of SCO).</li> <li>• If a permit expires before all required permit events are completed a renewal fee will apply to reactivate the permit for an additional year from date of renewal approval (discretion of SCO).</li> </ul>			
a) Permit Extensions - Residential (single/semi detached and three unit structures)	50% of original permit fee	Minimum of 100 to a maximum of 1000	E
b) Permit Extensions - Multi residential (< 3 units)	50% of original permit fee	Minimum of 100 to a maximum of 5000	E
c) Permit Extensions - non-residential	50% of original permit fee	Minimum of 100 to a maximum of 5000	E
d) Permit Renewal (within 45 days post permit expiry)	50% of original permit fee	Minimum of 100 to a maximum of 5000	E

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<b>1.7.4 Revisions and Re-examinations:</b>			
a) Major revisions - The fee for revisions of a permit will be at the discretion of the SCO and the SCO may alter the fee charged based on the complexity of the revisions.	Based on 20% of Original Permit fee	Minimum of 100 to a maximum of 2500	E
b) Administrative Charges/Refund - If a valid permit or application is cancelled within ninety (90) days of receipt, upon written request to Safety Codes Services from the applicant, refund will be 50% of permit(s) fee (excluding GST, water meter, and site license) shall be refunded minus any administration fees, penalty fees and Safety Code levy fees.	50.0%	Each	E
c) Re-inspections/Additional Inspections: Safety Codes Officer (discretion) is recalled for an inspection due to:			
• No access to the project for scheduled inspection			
• Project not ready for inspection at time of scheduled inspection - deficiencies not corrected, incomplete work, work scheduled for inspection is covered			
• Additional inspections for complex construction or progress inspections.			
i) Building Residential and non-residential permits	300.00	Each	E
ii) Building accessory permit	50.00	Each	E
iii) Plumbing, Gas, Electrical, HVAC	100.00	Each	E
<b>1.7.5 Payment of Associated Fees - Notwithstanding the payment of any other fees for the purpose of obtaining a Safety Codes Permit, any out-of-pocket professional fees incurred by the Town as a result of a requirement of the <i>Safety Codes Act</i> will be charged to the applicant on a full cost recovery basis.</b>	Full Cost recovery	Each	E
a) Damage deposit (refundable) – the cost value is to be determined by the Town.	Not to exceed 10000	Each	E
b) Occupancy prior to final inspection/approval (first violation)	500.00	Each	E
c) Occupancy prior to final inspection/approval (subsequent violation in same calendar year)	1000.00	Each	E
d) Contractor change	50.00	Per discipline/per permit	E
e) Failure to file a verification of compliance	200.00	Per occurrence	E
f) Failure to recall an inspection	200.00	Per occurrence	E

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
1.7.6 Building code - alternative solution application (Residential accessory buildings)	200.00	Per occurrence	E
1.7.7 Building code - alternative solution application (Residential single and semi-detached)	500.00	Per occurrence	E
1.7.8 Building code - alternative solution application existing construction (Commercial, Industrial and Institutional buildings)	1000.00	Per occurrence	E
1.7.9 Building code - alternative solution application (Commercial, Industrial and Institutional buildings)	1000.00	Per occurrence	E
1.7.10 Assessment Inspection Residential:			
a) Residential single detached/semi-detached	200.00	Per unit	E
b) Multi-unit residential (3 or more units)	100.00	Per dwelling unit (maximum 4000.00)	E
c) Residential Accessory (garage, additions, basement development)	25.00	Per unit	E
1.7.11 Assessment Inspection Commercial:			
a) New building construction	500.00	Each	E
b) New interior development	200.00	Each	E
1.7.12 Assessment Inspection Industrial:			
a) New building construction	500.00	Each	E
b) New interior development	200.00	Each	E

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
1.7.13 All building permits fees for construction not listed below:	100.00	Per hour	E
1.7.14 Alberta Safety Codes Council Levy Fees applicable on all of the following permit and inspection fees. Excluded on penalty and administration fees. (subject to safety codes council levy).	4% of permit cost	Minimum 4.50 to a maximum of 560.00	E
1.7.15 Safety Codes Permit Fees New Residential Application Single Detached, Semi-detached:			
a) Residential permit application, requirements and fees - square footage is determined by the total of all developed floor areas shown on submitted drawings. Development not shown will require a separate permit prior to construction.	2500.00	Each	E
b) Residential plot plan review	200.00	Each	E
c) Residential HVAC (Heating Ventilation Air Conditioning)	200.00	Each	E
d) Residential plumbing permit	200.00	Each	E
e) Residential gas permit	200.00	Each	E
f) Residential electrical permit	200.00	Each	E
1.7.16 Lot Grading Permit Fees:			
a) Single detached and semi-detached dwelling	200.00	Each	E
b) Re-submission or extension of As Constructed Grading Certificate	50.00	Each	E
1.7.17 Safety Codes Permit Fees New Residential Multi-unit Residential (3 or more units):			
a) Building permits Prevailing Market Value (PMV)	10.00	Per 1000.00 construction value (min 500.00)	E
b) Heating Ventilation Air Conditioning (HVAC)	200.00	Per dwelling unit (Max 4000.00)	E
c) Plumbing	200.00	Per dwelling unit (Max 4000.00)	E
d) Gas	200.00	Per dwelling unit (Max 4000.00)	E
e) Electrical	200.00	Per dwelling unit (Max 4000.00)	E

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
<b>1.7.18 Safety Codes Permit Fees - Residential Accessory Permits:</b>			
a) Building permits	150.00	Each	E
b) Plumbing residential accessory	100.00	Each	E
c) Private sewage permit single detached/semi-detached - septic field/tank installation (PSDS)	200.00	Each	E
d) Gas residential accessory permit	100.00	Each (per line)	E
e) Temporary heating units	150.00	Each (per connection per location)	E
f) Electrical	100.00	Each	E
g) Demolition, relocation, additions, manufactured homes -PMV	10.00	Per 1000.00 construction value, minimum 500.00	E
h) New secondary suite	500.00	Each	E
i) New detached/rearyard/combined with an accessory building (ie: garage) secondary suite - PMV	10.00	Per 1000.00 construction value, minimum 500.00	E
<b>1.7.19 Safety Codes Permit Fees - Commercial, Industrial, Institutional and Temporary Structures:</b>			
a) Building construction value based on PMV	10.00	Per 1000.00 construction value (min 200.00)	E
b) HVAC construction value based on PMV	10.00	Per 1000.00 construction value (min 100.00)	E
c) Plumbing:			
i) (<=5 Outlets)	200.00	Each	E
ii) (<= 10 outlets)	300.00	Each	E
iii) (> 10 outlets)	400.00	Each	E
d) Gas Permit:			
i) (0 BTU - 500,000 BTU)	200.00	Each	E
ii) (500,000 BTU - 1M BTU)	300.00	Each	E
iii) (1M BTU - 2M BTU)	400.00	Each	E
iv) (2M BTU - 3M BTU)	500.00	Each	E
v) (>3M BTU)	600.00	Each	E
vi) Temporary heating units	150.00	Each (per connection per location)	E



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e) Electrical Permit: - based on the value of material/labour:			
i) Up to 10000	200.00	Each	E
ii) 10001-20000	300.00	Each	E
iii) 20001-30000	400.00	Each	E
iv) 30001-40000	500.00	Each	E
v) 40001-50000	600.00	Each	E
vi) 50001-60000	700.00	Each	E
vii) 60001-70000	800.00	Each	E
viii) 70001-80000	900.00	Each	E
ix) 80001-90000	1000.00	Each	E
x) 90001-100000	1100.00	Each	E
xi) 100001-110000	1200.00	Each	E
xii) 110001-120000	1300.00	Each	E
xiii) > 120000	1400.00	Each	E
1.7.20 Photovoltaic (solar) installation - Residential	300.00	Each	E
1.7.21 Photovoltaic (solar) installation - Commercial, Industrial, Institutional	500.00	Each	E
1.7.22 Electric vehicle charging stations (level 2)	2.00	Per hour	T
1.7.23 Electric vehicle charging stations (level 3)	22.20	Per hour	T

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**1.8 Cemetery:**

- "Resident" means a person who is a current property owner within the service area shown on the OCRBM or a resident who had lived within the service areas for 10 consecutive years and currently resides elsewhere.
- "Non-resident" means any other person who resides beyond the geographical boundaries of the Foothills County.

1.8.1 Cremation Section Sales:

a) Resident (2x2 flat marker)	670.00	Per 2' x 2' plot	T
b) Non-resident (2x2 flat marker)	1100.00	Per 2' x 2' plot	T
c) Resident (4x4 flat marker)	816.00	Per 4' x 4' plot	T
d) Non-resident (4x4 flat marker)	1540.00	Per 4' x 4' plot	T
e) Resident (4x4 upright marker)	1205.00	Per 4' x 4' plot	T
f) Non-resident (4x4 upright marker)	1975.00	Per 4' x 4' plot	T
g) Indigent or Veteran (resident or non-resident)	50% off	Any product (except marker or plaque)	T

1.8.2 Columbarium (8 Niche Pedestal Units):

a) Resident	2640.00	Per niche	T
b) Non- resident	4400.00	Per niche	T

1.8.3 Columbarium (12 Niche Pedestal Units):

a) Resident	2565.00	Per niche	T
b) Non- resident	4225.00	Per niche	T

1.8.4 Columbarium (64 Niche Units):

a) Top level - resident	1980.00	Per niche	T
b) Top level - non- resident	3300.00	Per niche	T
c) Middle level - resident	1870.00	Per niche	T
d) Middle level - non-resident	3190.00	Per niche	T
e) Bottom level - resident	1760.00	Per niche	T
f) Bottom level - non-resident	2970.00	Per niche	T

**SERVICE DESCRIPTION**

**2025 FEE**

**UNIT OF MEASURE**

**GST**

1.8.5 Scattering and Memorialization without Interment:

a) Scattering of cremains - resident	173.00	Per occurrence	T
b) Scattering of cremains - non-resident	295.00	Per occurrence	T
c) Plaque placement and installation on Big Rock memorial wall or River of Memories memorial wall (includes plaque and installation)	583.00	Each	
d) Memorial bench purchase - basic bench (outside of cemetery)	975.00	Each	T
e) Memorial bench purchase - upgrade bench (outside of cemetery)	4093.00	Each	T
f) Memorial bench existing basic bench (outside of cemetery)	475.00	Each	T
g) Memorial bench existing upgrade bench (outside of cemetery)	701.00	Each	T
h) Memorial bench for a 10 year lease (existing bench)	1607.00	Each	T
i) Memorial bench plaque in bronze (cast or etched) 2 3/4' x 10" and installation	400.00	Each	T
j) Tree purchase and installation (for memorialization or replacement) - includes 5 year maintenance	1170.00	Each	T
k) Memorial tree plaque in bronze (cast or etched) 6" x 12" and installation	682.00	Each	T

1.8.6 Casket Plots:

a) Upright monument - resident	1760.00	Per 4' x 8' plot	T
b) Upright monument - non-resident	3962.00	Per 4' x 8' plot	T
c) Flat marker section - resident	1317.00	Per 4' x 8' plot	T
d) Flat marker section - non-resident	3080.00	Per 4' x 8' plot	T
e) Indigent or Veteran (resident or non-resident)	50% off	Per 4' x 8' plot	T

1.8.7 Cemetery Services:

a) Open/close of cremated remains (in-ground )	392.00	Per occurrence	T
b) Open/close - multiple urn in-ground interments in the same burial plot at the same time (rate for each interment after the first interment)	325.00	Per occurrence	T
c) Open/close of cremated remains (niche)	293.00	Per occurrence	T

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
d) Open/close - multiple urn interments in columbarium niches in the same niche at the same time (rate for each interment after the first interment)	150.00	Per occurrence	T
e) Open/close of adult - casket plot	987.00	Per occurrence	T
f) Open/close of child - casket plot	650.00	Per occurrence	T
g) Open/close of infant - casket plot	325.00	Per occurrence	T
h) Open/close of adult or child - double depth (initial)	1205.00	Per occurrence	T
i) After business hours full casket interments -Saturday/Sunday/holiday funerals and any day after 4 PM (flat rate in addition to standard open/close charges)	461.00	Per casket	T
j) After business hours urn interments -Saturday/Sunday/holiday and any day after 4 PM (flat rate in addition to standard open/close charges)	226.00	Per occurrence	T
k) Disinterment/re-interment - (opening/closing), caskets (does not include lifting/lowering casket)	1978.00	Per occurrence	T
l) Disinterment of in-ground urn	700.00	Per occurrence	T
m) Disinterment of multiple in-ground urns at same time in same in-ground burial plot. (rate for each disinterment after the first disinterment)	260.00	Per urn	T
n) Disinterment of urn from columbarium niche	293.00	Per occurrence	T
o) Disinterment of multiple urns at same time in same columbarium niche (rate for each disinterment after the first disinterment)	95.00	Per urn	T
p) Disinterment/re-interment of urn (same in-ground burial plot)	852.00	Per occurrence	T
q) Transferring ownership of burial plots (transferring from resident to non-resident is not permitted)	95.00	Per occurrence	T
r) Memorial monument permit	120.00	Per occurrence	T
<b>1.9 External Equipment Charges:</b>			
1.9.1 Miscellaneous equipment	All rates in accordance with Alberta Road-builders and Heavy Construction Association current manual	As stated within Alberta Road-builders and Heavy Construction Association current manual	T

**SERVICE DESCRIPTION**

**2025 FEE**

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**GST**

**1.10 Parks:**

- Daily rental rates are equivalent to 8 hours

1.10.1 Miscellaneous Parks Fees:

a) Special event permit - local/non-profit (e.g. block party)	20.25	Each event	T
b) Special event permit - non-local/for profit/commercial	89.25	Each event	T
c) Portable toilet rental - daily	216.50	Per day	T
d) Portable toilet rental - monthly (serviced weekly)	487.00	Per month	T
e) Park access permit - one time	41.25	Each	T
f) Park access permit - annual	103.00	Each	T
g) Seizure & and impoundment of sign(s) left on public lands - per occurrence	31.00	Each	T
h) Scoreboard rental - per day	20.25	Each	T
i) Scoreboard rental - per field/season	305.75	Each	T
j) Bleacher relocation	324.75	Each	T
k) Soccer net relocation	81.75	Each	T

**1.11 Outdoor Facility Rental Rates:**

1.11.1 Disc golf course tournament (exclusive use of course, minimum 4 hours)	89.25	Per tournament/per day	T
1.11.2 Sheep River Cookhouse, Cimarron Park Gazebo, D'Arcy Ranch Amphitheatre, Olde Towne Okotoks - The Plaza and Rotary Park Amphitheatre (minimum 2 hours):			
a) Local/non-profit	12.75	Per hour	T
b) Non-local/for profit	24.20	Per hour	T
1.11.3 Ethel Tucker Centennial Park/Riverside Plaza and Greenspace (minimum 2 hours):			
a) Local/non-profit	79.25	Per hour	T
b) Non-local/for profit	105.50	Per hour	T
1.11.4 Outdoor Beach Volleyball/Tennis/Pickleball Courts (minimum 1 hour):	12.50	Per hour	T

**SERVICE DESCRIPTION**

**2025 FEE**

**UNIT OF MEASURE**

**GST**

1.11.5 Ball Diamond Rental Rates (minimum 1 hour):

a) Community Diamonds:

- i) Youth/senior local
- ii) Adult local
- iii) Non-local/for profit

20.25	Per hour	T
27.75	Per hour	T
36.25	Per hour	T

b) Standard Diamonds:

- i) Youth/senior local
- ii) Adult local
- iii) Non-local/for profit

38.25	Per hour	T
51.00	Per hour	T
68.00	Per hour	T

c) Premier Diamonds:

- i) Youth/senior local
- ii) Adult local
- iii) Non-local/for profit

79.75	Per hour	T
108.25	Per hour	T
144.25	Per hour	T

1.11.6 Outdoor Playing Field Rental Rates: (minimum 1 hour):

a) Community Fields:

- i) Youth/senior local/Non-playing sports field areas
- ii) Adult local
- iii) Non-local/for profit

12.75	Per hour	T
17.00	Per hour	T
24.50	Per hour	T

b) Standard Fields:

- i) Youth/senior local
- ii) Adult local
- iii) Non-local/for profit

18.25	Per hour	T
24.50	Per hour	T
33.00	Per hour	T

c) Premier Fields:

- i) Youth/senior local
- ii) Adult local
- iii) Non-local/for profit

58.50	Per hour	T
79.75	Per hour	T
106.25	Per hour	T

**SERVICE DESCRIPTION**

**2025 FEE**

**UNIT OF MEASURE**

**GST**

1.11.7 Outdoor Playing Field Classification:

- Standard Fields and Diamonds: high to medium profile fields where there is an automatic irrigation system present. The turf quality is medium to high and is maintained by weekly mowing to a target height of 2"-2.5".
- Community Fields and Diamonds: low to medium profile fields where there is no irrigation present. The turf quality is low to high and is maintained by weekly to bi-weekly mowing to a target height of 2.5"-3.5".
- Premier Fields and Diamonds: game suitable fields with an automatic irrigation system present and other amenities such as lighting, scoreboard, and/or dressing rooms.

First Reading Version

**Outdoor Playing Field Classification**

**STANDARD FIELDS:**

Air Ranch  
 Big Rock School  
 Drake Landing - North Upper  
 Drake Landing - North Lower  
 Dr. Morris Gibson School  
 Ecole Good Shepherd School (EGSS)  
 Ecole Okotoks Jr. High School (EOJHS) Track Field -Wylie Athletic Park  
 Howard Park North  
 Howard Park Middle  
 Howard Park South  
 Kinsmen Field  
 Meadow Ridge School  
 Bill Robertson Park East  
 Bill Robertson Park Middle  
 Bill Robertson Park West  
 St. John Paul II School (St. JP II)  
 St. Mary's School  
 Westmount School

**COMMUNITY FIELDS:**

Ecole Percy Pegler School (EPPS)

**PREMIER FIELDS:**

Ecole Foothills Composite High School Stadium  
 Holy Trinity Academy School Football Field

**STANDARD DIAMONDS:**

Air Ranch  
 Big Rock School  
 Conrad Field  
 Diamond #1 (Little Field) - Wylie Athletic Park  
 Diamond #6 - EOJHS  
 Diamond #7 - EGSS South  
 Diamond #10 - Wylie Athletic Park  
 Howard Park  
 Laudan Park  
 Bill Robertson Park Diamond  
 St. JP II

**COMMUNITY DIAMONDS:**

Diamond #5 - EPPS  
 Diamond #8 - EGSS Northeast  
 St Mary's School  
 Westmount School

**PREMIER DIAMONDS:**

Seaman Stadium  
 Tourmaline Field

**NON-PLAYING FIELD SPORTS AREAS:**

Cimarron Park (outdoor rink field area)  
 Wylie Athletic Park (east of Spray Park near EPPS)



**SERVICE DESCRIPTION**

**2025 FEE**

**UNIT OF MEASURE**

**GST**

**1.12 Indoor Facility Admissions and Rates:**

- 10x passes are equivalent to 9 daily rates
- Tiny Tot - under 3 years
- Preschool - 3-5 years
- Child - 6-11 years
- Youth - 12-17 years or students 18+ years attending a post-secondary institution with valid student ID
- Adult - 18-59 years
- Senior - 60+

1.12.1 * Adult	9.00	Per day	I
1.12.2 * Adult	63.25	Per month	T
1.12.3 * Adult	664.00	Annual	T
1.12.4 * Youth/student/senior	7.00	Per day	I
1.12.5 * Youth/student/senior	51.50	Per month	T
1.12.6 * Youth/student/senior	540.75	Annual	T
1.12.7 Child	3.75	Per day	I
1.12.8 Child	29.25	Per month	T
1.12.9 Child	307.00	Annual	T
1.12.10 Preschool	2.50	Per day	I
1.12.11 Preschool	14.50	Per month	T
1.12.12 Preschool	152.25	Annual	T
1.12.13 Tiny Tot	FREE	All admissions	I

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
1.12.14 * Family	18.00	Per day	I
1.12.15 * Family	155.75	Per month	T
1.12.16 * Family - 1 adult	92.50	Per month	
1.12.17 * Family - 2 adults	1459.00	Annual	T
1.12.18 * Family - 1 adult	945.00	Annual	T
1.12.19 Toonie Drop-in (all ages)	2.00	Per person	I
1.12.20 Shower	2.00	Per day	I

\* The private operator of Natural High Fitness will have the right to vary rates for promotional purposes provided there is no reduction to the Town's revenues from sales

**1.13 Programs:** effective January 1, 2025

1.13.1 KinderCare Centre Drop In Use

- 10x passes are equivalent to 9 hours

a) Ages 3-18 months	6.00	Per hour	I
b) Ages 19 months - 5 years	5.00	Per hour	I
1.13.2 Day Camp child/youth	182.00	Per week	E
1.13.3 Day Camp child/youth	40.00	Per day	E
1.13.4 Day Camp preschool	165.00	Per week	E
1.13.5 Day Camp preschool	23.00	Per ½ day	E
1.13.2 Okotoks School Age Care: <b>effective September 1, 2025</b>			
a) Mornings only	270.00	Per month	E
b) Afternoons only – Foothills School Division	363.00	Per month	E
c) Afternoons only – Christ the Redeemer School Division	424.00	Per month	E
d) Full time – Foothills School Division	524.00	Per month	E
e) Full time – Christ the Redeemer School Division	578.00	Per month	E

**SERVICE DESCRIPTION**

**2025 FEE**

**UNIT OF MEASURE**

**GST**

**1.14 Indoor Facility Rental Rates:**

- School use and school special event - applies to schools as per the guidelines set forth in the Joint Use Agreement with the School Divisions. School rates are equivalent to 65% of the stated youth local rate.
- Last minute rentals are within 7 calendar days of booking

1.14.1 Aquatics:

- 1 lane is equivalent to 1/6 of pool rental rate

a) Riley Minue Lap Pool:

i) Private user adult/non-local clubs/non-local schools

January 1, 2025

194.50

Per hour

T

September 1, 2025

200.50

ii) Private local child/youth/senior

January 1, 2025

175.00

Per hour

T

September 1, 2025

180.25

iii) Local club

January 1, 2025

113.50

Per hour

T

September 1, 2025

117.00

b) Swindells Pool:

i) Private user adult/non-local clubs/non-local schools

January 1, 2025

149.25

Per hour

T

September 1, 2025

153.75

ii) Private local child/youth/senior

January 1, 2025

135.50

Per hour

T

September 1, 2025

139.75

iii) Local club

January 1, 2025

93.00

Per hour

T

September 1, 2025

96.00

**SERVICE DESCRIPTION**

**2025 FEE**

**UNIT OF MEASURE**

**GST**

1.14.2 Arenas:

- Prime times include: Monday - Friday 4:00 p.m. - 11:59 p.m.  
All day Saturdays, Sundays and Statutory Holidays
- Non-prime times include: Weekdays prior to 4:00 p.m.

a) Ice Rental:

i) Youth/senior local - non-prime/last minute rental

January 1, 2025

115.00

Per hour

T

September 1, 2025

118.50

ii) Youth/senior local - prime/holiday rental

January 1, 2025

176.00

Per hour

T

September 1, 2025

181.50

iii) Youth/senior non-local - prime

January 1, 2025

259.50

Per hour

T

September 1, 2025

267.50

iv) Youth/senior non-local - non-prime

January 1, 2025

176.00

Per hour

T

September 1, 2025

181.50

v) Sports camps/schools - non-prime (May, June and July)

January 1, 2025

226.75

Per hour

T

September 1, 2025

233.75

vi) Sports camps - non-prime (May, June and July)

January 1, 2025

176.00

Per hour

T

September 1, 2025

181.50

vii) Adult local - prime

January 1, 2025

259.50

Per hour

T

September 1, 2025

267.50

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
viii) Adult local - non-prime January 1, 2025 September 1, 2025	162.75 167.75	Per hour	T
ix) Adult non-local - prime January 1, 2025 September 1, 2025	331.50 341.50	Per hour	T
x) Adult non-local - non-prime January 1, 2025 September 1, 2025	259.50 267.50	Per hour	T
xi) Junior hockey - prime January 1, 2025 September 1, 2025	259.50 267.50	Per hour	T
xii) Junior hockey - non-prime January 1, 2025 September 1, 2025	127.00 131.00	Per hour	T
xiii) Leisure Ice January 1, 2025 September 1, 2025	135.50 139.75	Per hour	T
b) Off Season Ice Rental May 1 - August 31 (not including playoff games):			
i) Junior hockey - prime January 1, 2025 September 1, 2025	176.00 181.50	Per hour	T
ii) Junior hockey - non-prime January 1, 2025 September 1, 2025	115.00 118.50	Per hour	T

**SERVICE DESCRIPTION**
**2025 FEE**
**UNIT OF MEASURE**
**GST**

## c) Dry Pad Rental:

- Day rates are equivalent to a maximum 11.22 hours

## i) Youth/senior - local

January 1, 2025

66.75

Per hour

T

September 1, 2025

69.00

## ii) Youth/senior - non-local

January 1, 2025

93.75

Per hour

T

September 1, 2025

96.75

## iii) Adult - local

January 1, 2025

93.75

Per hour

T

September 1, 2025

96.75

## iv) Adult - non-local

January 1, 2025

109.75

Per hour

T

September 1, 2025

113.25

## v) Murray/Gold Arena/curling rink - for profit/special events

January 1, 2025

139.25

Per hour

T

September 1, 2025

143.50

## vi) Piper/Leisure - for profit/special events

January 1, 2025

120.50

Per hour

T

September 1, 2025

124.25

## vii) Green Arena - for profit/special events

January 1, 2025

186.50

Per hour

T

September 1, 2025

192.25

## viii) Last minute rental

January 1, 2025

33.50

Per hour

T

September 1, 2025

34.75

## ix) Netting retraction

January 1, 2025

522.00

Per occurrence

T

September 1, 2025

537.75

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
x) Ice decking install and removal (floor bookings less than 3 days) January 1, 2025 September 1, 2025	2235.25 2302.50	Per event	T
xi) Glass removal and re-install (including lexan and stanchions) January 1, 2025 September 1, 2025	7699.25 7930.25	Per event	T
<ul style="list-style-type: none"> <li>Specialized equipment - occasional rental of specialized equipment (e.g. hydraulic lift) to individuals and community organizations will be charged out on a cost-recovery basis.</li> </ul>			
d) Gymnasium Rental:			
<ul style="list-style-type: none"> <li>Daily rate is equivalent to 11.22 hours</li> </ul>			
i) Youth/senior local non-profit weekday/last minute January 1, 2025 September 1, 2025	31.00 32.00	Per hour	T
ii) Youth/senior local non-profit weekend/Statutory Holiday January 1, 2025 September 1, 2025	65.75 67.75	Per hour	T
iii) Adult local non-profit weekday January 1, 2025 September 1, 2025	44.25 45.75	Per hour	T
iv) Adult local non-profit weekday (half gym) January 1, 2025 September 1, 2025	32.50 33.50	Per hour	T
v) Adult local non-profit weekend/Statutory Holiday January 1, 2025 September 1, 2025	73.75 76.00	Per hour	T
vi) Adult local non-profit weekend/Statutory Holiday (half gym) January 1, 2025 September 1, 2025	53.75 55.50	Per hour	T

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
vii) Sports camp/for profit/non-local January 1, 2025 September 1, 2025	120.00 123.75	Per hour	T
e) Miscellaneous Facility Rental:			T
i) Dressing room	29.25	Per hour	T
ii) Dressing room	58.75	Per day with field rental	T
iii) Office space/storage space	238.75	Per month	T
iv) Indoor pickleball court (minimum 1 hour)	17.00	Per hour	T
f) Meeting Rooms/Multi-purpose Spaces:			
i) Small local/non-profit/last minute	18.75	Per hour	T
ii) Small local social	30.75	Per hour	T
iii) Small non-local/commercial/for-profit	46.75	Per hour	T
iv) Medium local/non-profit/last minute	24.75	Per hour	T
v) Medium local social	38.50	Per hour	T
vi) Medium non-local/commercial/for-profit	54.25	Per hour	T
vii) Large local/non-profit/last minute	37.25	Per hour	T
viii) Large local social	58.00	Per hour	T
ix) Large non-local/commercial/for-profit	81.75	Per hour	T



**Meeting Rooms/Multi-purpose Spaces Classification:**

**Small Spaces:**

- Viking Rentals Centre (VRC) Rotunda Room
- Lobby Space
- Okotoks Recreation Centre (ORC) Board Room
- ORC Youth Centre
- ORC Lecture Room
- ORC Team Room

**Medium Spaces:**

- VRC Rotary Room
- Okotoks Art Gallery (OAG) \*
- Okotoks Art Gallery Studio (upstairs) \*
- Okotoks Museum and Archive (Third Floor)\*
- ORC Community Room
- ORC Kindercare\*\*
- VRC National Room
- VRC Olympic Room A
- VRC Olympic Room B
- VRC Provincial Room
- Old Church Theatre Community Room \*\*\*

**Large Spaces:**

- VRC Olympic Room – Full
- Old Church Theatre Full Facility\*\*\*

\* Minimum 3 hour booking charge if booking after hours; facility attendant fee will be added per hour to all after hour bookings.

\*\* Facility attendant fee will be added to all bookings for cleaning.

\*\*\*Minimum 3 hour booking charge; facility attendant fee will be added per hour to all bookings.

**Small Spaces** have a capacity of up to 25 people with non-fixed seats and tables.

**Medium Spaces** have a capacity of up to 100 people with non-fixed seats and tables.

**Large Spaces** have a capacity of up to 120 people with non-fixed seats and tables.

**SERVICE DESCRIPTION**
**2025 FEE**
**UNIT OF MEASURE**
**GST**

## g) Viking Rentals Centre – Events Hall:

- Non-prime: 55% of prime rates Monday-Thursday.
- Prime time: Fridays, Saturdays, Sundays, Holidays and any event with alcohol.
- Facility attendant fee will apply to bookings ending past 1:00 a.m.
- Facility cleaning fee will apply to all prime time bookings and/or any event with alcohol

i) VRC Main Hall - prime	1533.75	Per day	T
ii) Mesken Room - prime	627.50	Per day	T
iii) Smith Room (w/stage) - prime	769.00	Per day	T
iv) Woods Room - prime	627.50	Per day	T
v) Commercial kitchen - prime (minimum 2 hours)	46.00	Per hour	T
vi) Commercial kitchen - prime	367.75	Per day	T
vii) Facility cleaning- events up to 250 people (minimum charge)	262.50	Per event	T
viii) Facility cleaning - events with more than 250 people	1.00	Per event guest over 250 guests	T
ix) Guest amenity - events up to 250 people (minimum charge)	262.50	Per event	T
x) Guest amenity - events with more than 250 people	1.00	Per event guest over 250 guests	T

## h)-Old Church Theatre:

- Day rate is 8 hours
- Theatre (concert/play/event): 3 hour minimum \*(time and half after 8 hours)

i) Non-profit dark day *	111.50	Per day	T
ii) Non-profit technical rehearsal (includes A/V Tech) *	339.50	Per day	T
iii) Non-profit performance *	520.00	Per day	T
iv) For Profit/Social dark day *	135.75	Per day	T
v) For Profit/Social technical rehearsal (includes A/V Tech) *	475.50	Per day	T
vi) For Profit/Social performance *	691.75	Per day	T
vii) User group locker storage (limited availability)	24.50	Per month	T

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
i) Additional Facility Fees: may apply to any facility			
i) A/V Technician (minimum 3 hours; time and a half after 8 hours)	46.75	Per tech/hour	
ii) Facility Attendant (staffing resource may include but are not limited to: bartenders (minimum 3 hours per bartender)/extra lifeguard/additional clean-up/event set-up/takedown as required minimum 3 hours after hours; time and a half after 8 hours)	35.50	Per attendant/hour	T
iii) Facility rental for event set-up/takedown	72.50	Per hour	T
<b><u>1.15 Culture &amp; Heritage:</u></b>			
1.15.1 Culture & Heritage membership - Individual	50.00	Per year	T
1.15.2 Culture & Heritage membership - Per Club	100.00	Per year	T
1.15.3 Museum and archive photos:			T
a) Digital image-historical	11.00	Per image	T
1.15.4 Events			
a) Big Rocky Mascot (handler to be provided by renter)	210.00	For up to two hours	T
b) Big Rocky Mascot (handler to be provided by renter)	52.50	For an additional hour (max 3)	T
<b><u>1.16 On Demand Local Transit Fares:</u></b>			
1.16.1 Single trip fare (online only)	3.50	Each	E
1.16.2 10 tickets (paper or online)	31.50	Each	E
1.16.3 25 tickets (online only)	74.50	Each	E
1.16.4 50 tickets (online only)	140.00	Each	E
1.16.5 75 tickets (online only)	197.00	Each	E
1.16.6 100 tickets (online only)	245.00	Each	E
1.16.7 5 years of age and under	FREE	Each	E

**SERVICE DESCRIPTION**

**2025 FEE**

**UNIT OF MEASURE**

**GST**

**1.17 Fire & Rescue:**

- Indemnification Technology (Fire Marque): Fees are determined based on an hourly charge per apparatus per response plus staffing with a minimum 1 hour with additional time to be billed in 15 minute intervals. Refer to below rates.

1.17.1 Equipment and staff used during response include:

a) Firefighter deployment rate, per firefighter	120.00	Per hour	E
b) Hazmat trailer	200.00	Per hour	E
c) Bush trucks	650.00	Per hour	E
d) Command units	650.00	Per hour	E
e) Motor vehicle collisions	650.00	Per hour	E
f) Mutual aid response	650.00	Per hour, plus manpower	E
g) Rescue vehicle - non motor vehicle collisions	650.00	Per hour	E
h) Tender	650.00	Per hour	E
i) Water rescue	650.00	Per hour	E
j) Engine	800.00	Per hour	E
k) Aerial	800.00	Per hour	E

1.17.2 Supplies used during response include:

a) Foam application	350.00	Per 5 gallons	E
b) Absorb-All	75.00	Per gallon	E

1.17.3 Miscellaneous Fire & Rescue:

a) Meeting room rental - external agencies	50.00	Per hour	T
b) Request for information - ie. incident reports, safety searches, etc.	75.00	Each	T
c) Detail investigation narrative report	300.00	Each	T
d) Fire safety plan for construction, renovation, and demolition sites review	150.00	Each	T
e) Occupancy inspection (required for new business)	100.00	Each	T
f) Occupancy inspection and Occupancy Load Permit - completed on same visit	200.00	Each	T
g) Re-inspection – for second and subsequent visits	150.00	Each	T
h) Requested inspection - ie. OCC LOAD PERMIT	150.00	Each	T
i) Fireworks permit	100.00	Each	T

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
j) False alarm – first response	0.00	Each	T
k) False alarm – second response	500.00	Each	T
l) False alarm – third response	1000.00	Each	T
m) False alarm – fourth or more responses	1500.00	Each	T
<b>1.18 Municipal Enforcement:</b>			
1.18.1 Application fee for urban hen	50.00	Per coop/household	E
1.18.2 Zone Parking Permit	25.00	Each	E
1.18.3 Temporary Parking Permit	50.00	Each	E
1.18.4 Animal over limit and adoption license (4 or more to a maximum of 10)	150.00	Each	E
<b>1.19 Policing:</b>			
1.19.1 Criminal Record Checks:			
a) All residents in detachment area	80.00	Each	T
b) Students and volunteers	5.00	Each	T
1.19.2 Fingerprinting:			
a) LiveScan	25.00	Each	T
(no charge for volunteers, Canadian citizenship, landed immigrant status, employment for Police and Federal Government)			
b) Additional Service	20.00	Each	T
(all residents having paid for a criminal record check requiring prints for Vulnerable Sector Check)			
1.19.3 Other Requests:			
a) Collision Reports (insurance letter and photo disc)	100.00	Each	T

**SERVICE DESCRIPTION**

**2025 FEE**

**UNIT OF MEASURE**

**GST**

**2. UTILITIES**

**2.1 Bills:**

- The billing period is every other month (bi-monthly)
- Utility bills are due upon receipt and the following shall be applied to all accounts (if applicable)

2.1.1 Penalty rate on utilities receivable in arrears	4.0%	Bi-monthly	E
2.1.2 Arrears notice (60 days after billing notice date)	35.00	Each	E
2.1.3 Arrears transferred to taxes (80 days after billing notice date)	50.00	Each	E
2.1.4 Paper billing charge	2.00	Billing period	E

**2.2 Water & Distribution:**

- Base rate residential, irrigation, Industrial Commercial, Institutional (ICI) is determined by the following meter sizes:

2.2.1 20mm (5/8")	24.20	Billing period	E
2.2.2 20mm (3/4")	24.20	Billing period	E
2.2.3 25mm (1")	40.35	Billing period	E
2.2.4 40mm (1.5")	80.70	Billing period	E
2.2.5 50mm (2")	129.00	Billing period	E
2.2.6 75mm (3")	242.00	Billing period	E
2.2.7 100mm (4")	404.00	Billing period	E
2.2.8 150mm (6")	807.00	Billing period	E
2.2.9 Residential:			
a) Consumption for first 23 cubic metres	1.70	Cubic metre	E
b) Consumption 24 - 46 cubic metres	2.10	Cubic metre	E
c) Consumption > than 46 cubic metres	5.10	Cubic metre	E
d) Consumption charge for an individual unit without water meter or where water meter is not registering accurately.	133.30	Billing period	E
2.2.10 Non-residential (ICI premises and Multi-Family):			
a) Consumption charge	1.90	Cubic metre	E
b) Consumption irrigation water	4.20	Cubic metre	E

**SERVICE DESCRIPTION**

**2025 FEE**

**UNIT OF MEASURE**

**GST**

2.2.11 Water or Sanitary Services:

a) Meter supply, installation and inspection (3/4")	642.00	Service call	E
b) Meter supply, installation and inspection (1")	760.00	Service call	E
c) Meter supply, installation and inspection (>1")	cost + 15%	Service call	E
d) Meter testing	350.00	Service call	T
e) Manual water meter reading	20.00	Billing period	E
f) Field service (regular business hours) - (includes water turn on or off)	94.00	Hourly - 1 hour minimum	E
g) Field service (after hours) - (includes water turn on or off)	115.00	Hourly - 1 hour minimum	E
h) Third party labour and parts markup	cost + 15%	Service call	E

2.2.12 Bulk Water:

a) Non-potable bulk water	8.00	Cubic metre	E
b) Non-potable water account fee - includes 1 card/key	31.00	Each	E

**2.3 Wastewater & Collection:**

- Base rate residential, irrigation, ICI is determined by the following meter sizes:

2.3.1 20mm (5/8")	24.25	Billing period	E
2.3.2 20mm (3/4")	24.25	Billing period	E
2.3.3 25mm (1")	40.50	Billing period	E
2.3.4 40mm (1.5")	81.00	Billing period	E
2.3.5 50mm (2")	130.00	Billing period	E
2.3.6 75mm (3")	242.00	Billing period	E
2.3.7 100mm (4")	405.00	Billing period	E
2.3.8 150mm (6")	809.00	Billing period	E
2.3.9 Consumption (based on cubic metres of water consumption x 0.9)	2.30	Cubic metre	E
Sanitary is billed at a 0.9 factor to reflect that not all water that enters a premises returns to the sanitary system			
2.3.10 Consumption charge to a residential premises who receives sanitary service only (no water service)	66.25	Billing period	E
2.3.11 Consumption charge to an individual unit without a water meter or where a water meter is not registering accurately	116.50	Billing period	E

**SERVICE DESCRIPTION**

**2025 FEE**

**UNIT OF MEASURE**

**GST**

2.3.12 Septic tank sludge and septage volume fee

3.25

Cubic metre

E

2.3.13 Sanitary Service Surcharge:

To Be Determined

See below

E

- When tests carried out pursuant to this Bylaw show that the sewage from any commercial or industrial premises has a biochemical oxygen demand greater than three hundred milligrams per litre or suspended solids in excess of three hundred milligrams per litre, then the owner of the premises shall be subject to a surcharge in addition to the sanitary charge.
- The Sanitary Service Surcharge shall be determined in cents per cubic metre of sewage discharged into the sewage system and shall be levied in accordance with the formula set out below:

The formula for determining the surcharge to be levied is :  $R = (0.0722*B) + (0.0808*S) + (0.0832*G)$ ,

where:

- "R" means rate in cents per cubic meter
- "B" means the amount in milligrams per litre by which the biochemical oxygen demand of the sewage tested exceeds three hundred milligrams per litre
- "S" means the amount in milligrams per litre by which the suspended solids of the sewage exceeds three hundred milligrams per litre; and
- "G" means the amount expressed in milligrams per litre by which the grease content of the sewage tested exceeds one hundred milligrams per litre
- For the purpose of establishing the surcharge on a bi-monthly basis the rate established above (R) is to be multiplied by the number of cubic metres of water consumed for the billing period on the commercial or industrial premises determined on the same basis as that used in setting the sanitary service charge.

**2.4 Storm Sewer:**

E

2.4.1 Storm sewer fixed rate - all flat sanitary accounts

18.35

Billing period

E

**2.5 Waste Solutions:**

2.5.1 Residential Dwellings (up to six dwelling units):

a) Garbage (120L) – weekly service level

17.60

Per cart/billing period

E

c) Garbage (240L) – weekly service level

35.25

Per cart/billing period

E



**SERVICE DESCRIPTION**
**2025 FEE**
**UNIT OF MEASURE**
**GST**

SERVICE DESCRIPTION	2025 FEE	UNIT OF MEASURE	GST
d) Garbage (240L) – every other week service level	13.20	Per cart/billing period	
e) Organics (120L)	17.60	Per cart/billing period	E
f) Organics (240L)	20.75	Per cart/billing period	E
g) Recycling (240L)			E
January 1, 2025	12.00	Per cart/billing period	
May 1, 2025	0.00		
h) Recycling (360L)			E
January 1, 2025	13.25	Per cart/billing period	
May 1, 2025	0.00		
i) Eco Centre			E
January 1, 2025	11.60	Per unit/billing period	
May 1, 2025	8.00		
j) Bag - unit of waste	5.00	Per bag	E
2.5.2 Institutional, Commercial, Industrial (ICI): (includes multi-family property with more than six dwelling units)			
a) ICI - Garbage (240L) – weekly service level	70.00	Per cart/billing period	E
b) ICI- Garbage (240L) – every other week service level	40.00	Per cart/billing period	E
c) ICI - Organics (120L)	26.25	Per cart/billing period	E
d) ICI - Organics (240L)	34.25	Per cart/billing period	E
e) ICI -Organics (360L) (no longer available)	42.00	Per cart/billing period	E
f) ICI Eco Centre			E
January 1, 2025	11.60	Per unit/billing period	
May 1, 2025	8.00		
2.5.4 Replacement Carts:			
a) Replacement (120L)	70.00	Per occurrence	E
b) Replacement (240L)	110.00	Per occurrence	E
c) Service charge (for change in service)	25.00	Per cart/occurrence	E