

**ADMINISTRATIVE CONSOLIDATION OF REVISED BYLAW 09-24  
AS OF FEBRUARY 12, 2024**

**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**

**(As amended by Bylaw 13-24)**

**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 annually 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 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, 2024, unless otherwise indicated in Schedule "A".

Bylaw 09-24 received third and final reading November 27, 2023.

ORIGINAL SIGNED BY  
MAYOR AND CHIEF ADMINISTRATIVE OFFICER

Revised Bylaw 09-24 signed this 8<sup>th</sup> day of January 2024 by the Chief Administrative Officer as authorized by Bylaw 21-17.

Bylaw 13-24 received third and final reading February 12, 2024.

ORIGINAL SIGNED BY  
MAYOR AND CHIEF ADMINISTRATIVE OFFICER



## Schedule “A” – REVISED Bylaw 09-24 – ADMINISTRATIVE CONSOLIDATION

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Fees in black font – effective January 1, 2024

Fees in green font – effective September 1, 2024

GST Explanations: T – Taxable, tax added to the stated rate E – GST exempt I – Rate includes GST
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SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
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## SERVICES

### Administration

Penalty rate on Trade Accounts Receivable in arrears (unless otherwise indicated in the category)	1.5%	Monthly	E
Okotoks Logo Flags (Cost recovery)	75.00	Each	
Property Tax Information to Lending Institutions	35.00	Each	
Tax Recovery Notification/Lien Registration and Discharge	150.00	Each	
Tax Certificate - Electronic	35.00	Each	
Tax Certificate - Manual	35.00	Each	
Tax inquiries (other than tax and legal descriptions)	35.00	Each	
Account Document	35.00	Each	
Accounts Receivable Transfers to taxes	50.00	Each	
Returned Payments/NSF Cheques/Rejected Credit Card Scheduled Payment	35.00	Each	
Correction of banking transactions for customers	35.00	Each	
Environmental Assessment Inquiries	280.00	Each	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b><u>Freedom of Information &amp; Protection of Privacy (FOIP):</u></b>			E
<b>for each FOIP application:</b>			
General Information Application Fee	25.00	Each	
General Information Continuing Request Application Fee	50.00	Each	
Time for locating & retrieving records	6.75	per quarter hour	
<b>For producing a record from electronic record:</b>			
a) Computer processing & related charges	Actual cost to the Town	Each	
b) Computer programming	Actual cost to the Town	Each	
<b>For producing a paper copy of a record, photocopies and computer printouts:</b>			
a) Black and white (B&W) up to 8 1/2" x 14"	0.25	Each	
b) Other formats	0.50	Each	
c) From microfiche to microfilm	0.50	Each	
d) Plans and blueprints	Actual cost to the Town	Each	
<b>For producing a copy of a record by duplication of the following media:</b>			
a) Microfiche and microfilm (as per <i>FOIP Act</i> schedule 2)	Actual cost to the Town	Each	
b) Computer disks (as per <i>FOIP Act</i> schedule 2)	5.00	Each	
c) Audio and video tapes	Actual cost to the Town	Each	
<b>For producing a photographic copy (colour, B&amp;W from a negative, slide or digital image):</b>			
4"x6"	3.00	Each	
5"x7"	6.00	Each	
8"x10"	10.00	Each	
11"x14"	20.00	Each	
16"x20"	30.00	Each	
<b>For producing a copy of a record by any process on/in any medium/format not listed above</b>	Actual cost to the Town	Each	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b><u>Mapping and GIS Services:</u></b>			T
<ul style="list-style-type: none"> <li>All maps and data must have a disclaimer attached</li> <li>All rates for mapping services as noted, unless otherwise negotiated by agreement</li> <li>Other datasets are also available from the Town of Okotoks GIS Department</li> </ul>			
Maps - Land Use, Base & Addressing	15.00	Each	
Air photo-colour ink plot reproduction (Per partial air photo print up to 11"x 17")	20.00	Each	
Air photo - colour ink plot reproduction (Entire air photo)	125.00	Each	
<b>Plotting Requests:</b>			
8.5"x11" B&W/ Colour Plot	10.00	Each	
11"x17" B&W/ Colour Plot	20.00	Each	
24"x36" Colour Plot (A1 sheet size)	30.00	Each	
24"x36" B&W Plot (A1 sheet size)	25.00	Each	
36"x48" Colour Plot (AO sheet size)	40.00	Each	
36"x48" B&W Plot (AO sheet size)	35.00	Each	
Miscellaneous Plotting (charge scale includes plotting expense)	75.00	Per hour	
<b>Digital Information:</b>			
Special Digital Information Requests	75.00	Per hour	
Digital Colour Orthophoto With Legal Survey Fabric (not entire database)	100.00	Each	
Digital Colour Orthophoto With Legal Survey Fabric (entire database)	500.00	Each	
Digital Colour Orthophoto Without Legal Survey Fabric (not entire database)	100.00	Each	
Digital Colour Orthophoto Without Legal Survey Fabric (entire database)	500.00	Each	
PDF File Generation	20.00	Each	
Deep Utility Information ** (water, sanitary & storm)	125.00	Each	
Deep Utility Information ** (water, sanitary & storm) for 3 layer	300.00	Each	
** Deep Utility (Water Distribution) Information released only on approval by a director			



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Community Growth &amp; Investment:</b>			
<b>Annual Business Licenses (after mid-year fees prorated quarterly for start-ups and projects):</b>			E
<b>Home Occupation Annual Fee (any business operating from a residence in the Town of Okotoks):</b>			
Minor and Major	200.00	Each	
<b>Resident Business- Annual Fee (any business operating from a taxable premise in the Town of Okotoks):</b>			
Level 1: up to 5 FTEs	200.00	Each	
Level 2: 6-10 FTEs	250.00	Each	
Level 3: 11-15 FTEs	335.00	Each	
Level 4: 16 - 49 FTEs	385.00	Each	
Level 5: 50+ FTEs	510.00	Each	
<b>Non-District (any business located beyond boundary of Foothills County, e.g. Calgary)</b>			
Non-District Annual Fee	400.00	Each	
<b>Foothills County (any business with home base within boundaries of Foothills County)</b>			
Foothills County Annual Fee	275.00	Each	
<b>Special License Fees:</b>			
Daily License (1 day)	50.00	Each	
Weekly License (7 consecutive days)	100.00	Each	
Monthly License (30 consecutive days)	150.00	Each	
Seasonal License for 4 Months	200.00	Each	
Seasonal Mobile Food Vending	200.00	Each	
Business License Appeal Fee	100.00	Each	
Market/Trade Shows or similar events with 15 or less vendors	200.00	Each	
Market/Trade Shows or similar events with 16 - 30 vendors	275.00	Each	
Market/Trade Shows or similar events with 31+ vendors	500.00	Each	
<b>Penalty Fees for Late Payment: Business License (added February 1st or 60 days after original invoice, one time charge for all late accounts):</b>			E
Home Occupation - Minor and Major	50.00	Each	
Resident Business, Non-District Business, & Foothills County Business only	50.00	Each	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Site License - Residential:</b>			E
Single Detached and Semi-Detached Dwellings - New Construction	275.00	Building Permit	
Multi-unit Residential - New Construction 3-8 units	850.00	Building Permit	
Multi-unit Residential - New Construction 9-24 units	1700.00	Building Permit	
Multi-unit Residential - New Construction 25+ units	2550.00	Building Permit	
Multi-unit Residential - Renovation 3-8 units	425.00	Building Permit	
Multi-unit Residential - Renovation 9-24 units	850.00	Building Permit	
Multi-unit Residential - Renovation 25+ units	1275.00	Building Permit	
<b>Site License - Non-Residential:</b>			
Non-residential - New or Renovation Value \$0.1M -<\$1M	850.00	Building Permit	
Non-residential - New or Renovation Value \$1M-<\$5M	1700.00	Building Permit	
Non-residential - New or Renovation Value \$5M+	2550.00	Building Permit	
<b>Film Production Fees*:</b>			T
Production Crew Size 1-49 Production Permit (non-refundable)	300.00	Each	
Production Crew Size 50-99 Production Permit (non-refundable)	750.00	Each	
Production Crew 100+ Production Permit (non-refundable)	1000.00	Each	
Production Crew Size 1-49 Damage Deposit	1000.00	Each	
Production Crew Size 50-99 Damage Deposit	2000.00	Each	
Production Crew 100+ Damage Deposit	3000.00	Each	
On-Street Parking - Downtown (per day up to 4 Production Vehicle Spots)	200.00	Per 4 spots	
On-Street Parking - Inside Town Limits (per day up to 4 Production Vehicle Spots)	160.00	Per 4 spots	
Road Closure - Main Road	500.00	Per Day	
Road Closure - Side Road	300.00	Per Day	
Sidewalk Closure	100.00	Per Day	
On-site Town Liaison as required -minimum 3 hour charge	100.00	Per Hour	
On-site Police/law enforcement (per officer/hour) at Town discretion	120.00	Per person/hour	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
On-site Fire Safety Personnel and Equipment:			
Full Pump Truck and 4-5 firefighters	\$800.00	Per hour	
Command Truck and 1-2 firefighters	\$650.00	Per hour	
*Facility Rental Rates will be applied to all productions on sites where rates and fees apply, as per Facility rental rates and fee schedules.			
Okotoks Parade - Commercial (Business) Entry Fee	35.00	Each	E
<b>Residential Development Permits:</b>			E
Dwelling Units	775 plus 110 per unit	Base + per unit	
Additions	500 plus 0.50 per m <sup>2</sup>	Base + m <sup>2</sup>	
Accessory Buildings and Uses, Residential Change of Use	500.00	Each	
<b>Commercial/Institutional/Industrial Development Permits:</b>			E
New Construction and Additions	1100 plus 2.50 per m <sup>2</sup>	Base + m <sup>2</sup>	
Change of Use	500.00	Each	
All Other (including signs)	500.00	Each	
<b>Antennas:</b>			E
Telecommunication Towers	5000.00	Per Application	
Amateur Radio Towers	275.00	Each	
<b>Related Development Permit Fees:</b>			E
Development Concept Plan	1500.00	Per Application	
Development Permit Time Extension (Commencement or Completion)	350.00	Per Application	
Change to Development Concept Plan	1250.00	Per Application	
Development Permit Amendment (Minor - no Development Agreement)	375.00	Per Application	
Development Permit Amendment (Major - Development Agreement involved)	1050.00	Per Application	
Development Appeal	400.00	Per Appeal	
Pre-application permit meetings. First meeting free, subsequent meetings will be charged and refunded if a completed application is submitted.	200.00	Each	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Statutory Plan Processes:</b>			E
<b>Amendments to Land Use Bylaw, Municipal Development Plan, an Area Structure Plan or Area Redevelopment Plan:</b>			
Minor (no change in use or density)	2750.00	Per Application	
Major (new districts, change in use, change in density, re-designation)	5500.00	Per Application	
Direct Control re-designation application	The greater of 5500 or 400 per hectare	Per Application	
Other (Municipal Reserve Designation, Removal and Disposal, Road Closure)	1500.00	Per Application	
Area Structure Plan (ASP)	7500 plus 100 per hectare	Per Application	
Neighbourhood Area Structure Plan (NASP)	The greater of 5000 or 500 per hectare	Each	
Neighbourhood Area Structure Plan in an Area Structure Plan prepared by the Town	NASP fee plus 1125 per hectare	Each	
Amendment to an ASP	50% of Current ASP base Fee + \$75/ha	Each	
Amendment to NASP or Outline Plan	50% of Current NASP Fee + \$75/ha	Each	
<b>Miscellaneous Fees:</b>			E
Direct Control Public Hearing	825.00	Each	
Pageantry Features Application	1200.00	Each	
<b>Encroachment or Amending Agreement:</b>			E
Residential	525.00	Per Application	
Non-residential or Multi-unit Residential ( >2 units)	825.00	Per Application	
50% refundable if application for encroachment agreement is refused			
Requests to Council regarding Planning Matters (e.g. variance to flood proofing)	750.00	Each	
License of Occupation	775.00	Each	
Street Name Change	300 plus 50 per address	Base + per address	
Address Change	350.00	Each	
Name Registration	200.00	Each	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
File Searches (e.g. Letter of Zoning, Copy of RPR)	100 per Dept. + 0.25 per copy	Base per department + per copy	
Re-inspection Fee (Development Completions for 3 <sup>rd</sup> and subsequent inspection requests)	250.00	Per Inspection	
Development without a Development Permit where one is required (at discretion of Development Authority)	Double the relevant fee	Each	
<b>Certificate of Compliance:</b>			E
Residential ( <3 Dwelling Units)	175.00	Per unit	
Residential Priority Service - 2 business days ( <3 Dwelling Units)	350.00	Per unit	
All others (e.g. Non-residential, Multi-unit Residential >2 Dwelling Units)	350.00	Per unit	
All others Priority Service - 2 business days (e.g. Non-residential, Multi-unit Residential >2 Dwelling Units)	700.00	Per unit	
<b>Subdivision Applications:</b>			E
<ul style="list-style-type: none"> <li>• Lots designated as reserve (MR, MSR, ER) or public utility lots are not counted toward per lot fee.</li> <li>• Tentative Plan fees used for Bareland Condominium Plans.</li> <li>• 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 Fees, and Legal Fees.</li> </ul>			
Concept Plans	1750.00	Per Application	
Tentative Plan	The greater of 2750 or 275 per lot	Each	
Subdivision Endorsement Fee	The greater of 750 or 125 per lot	Each	
Boundary Adjustment and Separation of 1 lot into a maximum of 2 lots (includes endorsement)	1300.00	Per Application	
Subdivision Time Extension	350.00	Per Application	
Minor Revisions to Subdivision Approval	350.00	Per Application	
Subdivision Appeal	375.00	Each	
Condominium Conversions	40.00	Per unit	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Community Development:</b>			
<b>Developer's Agreement:</b>			E
Development Capacity (Water Allocation Policy)	8.11	Per m <sup>3</sup>	
Water Usage for Flushing of Mains	100.00	Per 50 lineal meters	
Engineering Review and Inspection	5400.00	Per hectare	
GIS and Mapping	1075.00	Per hectare	
Stripping & Grading Development Permit Application	1050.00	Each	
Traffic Signal Timing Report	275.00	Each	
Development Site Servicing Permit	1050.00	Each	
Additional Inspections (after 2 inspections)	625.00	Each	
Additional Reviews (after 3 reviews)	1600.00	Each	
<b>Permits, Assessment and Sustainability:</b>			
<b>Permit Fees</b> - If construction is commenced without a valid and subsisting permit, double the applicable fee shall be charged.	200% of applicable fee	Per occurrence	E
<b>Work site safety</b> - Construction fencing missing, fallen or not securely installed. Construction bin placement, not covered and/or over loaded. Construction in occupied neighbourhoods – failure to keep public sidewalk access free of hazards (construction material, vehicles, snow and ice)	500.00	Per occurrence	E
<b>Permit Extensions/Renewal</b> - from the date of issuance all permits expire as follows: within one year (Residential) / within two years (Non-residential) / within one year (Plumbing, Gas, Electrical and HVAC) 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). 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).			E
Permit Extensions - Residential (Single / semi detached and three unit structures)	50% of original permit fee	Minimum of 100 to a maximum of 1000	
Permit Extensions - Multi Residential (< 3 units)	50% of original permit fee	Minimum of 100 to a maximum of 5000	
Permit Extensions - Non-residential	50% of original permit fee	Minimum of 100 to a maximum of 5000	
Permit renewal (within 45 days post permit expiry)	50% of original permit fee	Minimum of 100 to a maximum of 5000	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Revisions and Re-examinations:</b>			E
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	
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	
<b>Re-inspections / Additions Inspections: Safety Codes Officer (discretion) is recalled for an inspection due to:</b>			E
<b>A) No access to the project for scheduled inspection B) Project not ready for inspection at time of scheduled inspection - deficiencies not corrected, incomplete work, work scheduled for inspection is covered C) Additional inspections for complex construction, progress inspections or additional inspections.</b>			
Building Residential and Non-residential Permits	300.00	Each	
Building Accessory Permit	50.00	Each	
Plumbing, Gas, Electrical, HVAC	100.00	Each	
<b>Payment of Associated Fees</b> - 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>Act</i> will be charged to the Applicant on a full cost recovery basis.	Full Cost recovery	Each	E
Damage Deposit (Refundable) - The cost value is to be determined by the Town.	Not to exceed 10000	Each	
Occupancy Prior to final inspection/Approval (first violation)	500.00	Each	
Occupancy Prior to final inspection/Approval (subsequent violation in same calendar year)	1000.00	Each	
Contractor Change	50.00	Per discipline /per permit	
Failure to File a Verification of Compliance	200.00	Per occurrence	
Failure to Recall an Inspection	200.00	Per occurrence	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
Building Code - Alternative Solution application (Residential Accessory Buildings)	200.00	Per occurrence	
Building Code - Alternative Solution application (Residential Single & Semi-detached)	500.00	Per occurrence	
Building Code - Alternative Solution application Existing Construction (Commercial, Industrial & Institutional buildings)	1000.00	Per occurrence	
Building Code - Alternative Solution application (Commercial, Industrial & Institutional buildings)	1000.00	Per occurrence	
<b>Formal Request for information under s. 299 &amp; s. 300 of the <i>Municipal Government Act and Regulations</i>:</b>			
Assessment information s. 299 request - Residential/Non-residential Per Property	200.00	Each	
Assessment information s. 300 request - Multi-residential/Non-residential Per Property	200.00	Each	
<b>Assessment Inspection Residential:</b>			E
Residential single detached/semi-detached	200.00	Per unit	
Multi-unit residential (3 or more units)	100.00	Per dwelling unit (maximum 4000.00)	
Residential Accessory (garage, additions, basement development)	25.00	Per unit	
<b>Assessment Inspection Commercial:</b>			E
New building construction	500.00	Each	
New interior development	200.00	Each	
<b>Assessment Inspection Industrial:</b>			E
New building construction	500.00	Each	
New interior development	200.00	Each	
<b>Assessment Complaint</b>			E
Residential: 3 or fewer dwellings and farm land under one roll number	50.00	Each	
Residential: 4 or more dwellings	325.00	Each	
Non-residential	650.00	Each	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Safety Codes Permit Fees New Residential Application Single Detached, Semi-detached:</b>			E
Residential Permit Application, Requirements & 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	
Residential Plot Plan Review	200.00	Each	
Residential HVAC (Heating Ventilation Air Conditioning)	200.00	Each	
Residential Plumbing Permit	200.00	Each	
Residential Gas Permit	200.00	Each	
Residential Electrical	200.00	Each	
Alberta Safety Codes Council Fee (subject to safety codes council levy)	4% of permit cost	Minimum 4.50 to a maximum of 560.00	
<b>Safety Codes Permit Fees Lot Grading Permit:</b>			
Single detached and Semi-detached dwelling	200.00	Each	
Re-submission or extension of As Constructed Grading Certificate	50.00	Each	
<b>Safety Codes Permit Fees New Residential Multi-unit Residential (3 or more units):</b>			E
Building Permits Prevailing Market Value (PMV)	10.00	Per 1000.00 construction value (min 500.00)	
Heating Ventilation Air Conditioning (HVAC)	200.00	Per dwelling unit (Max 4000.00)	
Plumbing	200.00	Per dwelling unit (Max 4000.00)	
Gas	200.00	Per dwelling unit (Max 4000.00)	
Electrical	200.00	Per dwelling unit (Max 4000.00)	
Alberta Safety Codes Council Fee (subject to safety codes council levy)	4% of permit cost	Minimum 4.50 to a maximum of 560.00	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Safety Codes Permit Fees - Residential Accessory Permits:</b>			E
Building Permits	150.00	Each	
Plumbing Residential Accessory	100.00	Each	
Private sewage permit single detached/semi-detached - septic field/tank installation (PSDS)	200.00	Each	
Gas Residential Accessory Permit	100.00	Each (per line)	
Temporary Heating Units	150.00	Each (per connection per location)	
Electrical	100.00	Each	
Demolition, relocation, additions, manufactured homes -PMV	10.00	Per 1000.00 Construction Value, minimum 500.00	
New Secondary Suite	500.00	Each	
New Detached/Rearyard/Combined with an accessory building (IE: garage)	10.00	Per 1000.00 Construction Value, minimum 500.00	
Secondary Suite - PMV			
Alberta Safety Codes Council Fee (subject to safety codes council levy)	4% of permit cost	Minimum of 4.50 to a maximum of 560.00	
<b>Safety Codes Permit Fees - Commercial, Industrial, Institutional &amp; Temporary Structures:</b>			E
Building construction value based on PMV	10.00	Per 1000.00 construction value (min 200.00)	
HVAC construction value based on PMV	10.00	Per 1000.00 construction value (min 100.00)	
<b>Plumbing:</b>			E
(<=5 Outlets)	200.00	Each	
(<= 10 outlets)	300.00	Each	
(> 10 outlets)	400.00	Each	
Alberta Safety Codes Council Fee (subject to safety codes council levy)	4% of permit cost	Minimum of 4.50 to a maximum of 560.00	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Gas Permit:</b>			E
(0 BTU - 500,000 BTU)	200.00	Each	
(500,000 BTU - 1M BTU)	300.00	Each	
(1M BTU - 2M BTU)	400.00	Each	
(2M BTU - 3M BTU)	500.00	Each	
(>3M BTU)	600.00	Each	
Temporary Heating Units	150.00	Each (per connection per location)	
All building permits fees for construction not listed	100.00	per hour	
Alberta Safety Codes Council Fee (subject to safety codes council levy)	4% of permit cost	Minimum of 4.50 to a maximum of 560	
<b>Electrical Permit - fee based on the value of material/labour:</b>			E
Up to 10000	200.00	Each	
10001-20000	300.00	Each	
20001-30000	400.00	Each	
30001-40000	500.00	Each	
40001-50000	600.00	Each	
50001-60000	700.00	Each	
60001-70000	800.00	Each	
70001-80000	900.00	Each	
80001-90000	1000.00	Each	
90001-100000	1100.00	Each	
100001-110000	1200.00	Each	
110001-120000	1300.00	Each	
>120000	1400.00	Each	
Photovoltaic (Solar) installation - Residential	300.00	Each	
Photovoltaic (Solar) installation - Commercial, Industrial, Institutional	500.00	Each	
Alberta Safety Codes Council Fee (subject to safety codes council levy)	4% of permit cost	Minimum of 4.50 to a maximum of 560	
Electric Vehicle Charging Stations (level 2)	2.00	Per hour	T
Electric Vehicle Charging Stations (level 3)	22.20	Per hour	T



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b><u>Cemetery:</u></b>			
<ul style="list-style-type: none"> <li>• "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</li> <li>• "Non-resident" means any other person who resides beyond the geographical boundaries of the Foothills County</li> </ul>			
<b>Cremation Sales:</b>			T
Cremation Section Resident (2x2 flat marker)	654.00	Per 2' x 2' plot	
Cremation Section Non-resident (2x2 flat marker)	1075.00	Per 2' x 2' plot	
Cremation Section Resident (4x4 flat marker)	800.00	Per 4' x 4' plot	
Cremation Section Non-resident (4x4 flat marker)	1508.00	Per 4' x 4' plot	
Cremation Section Resident (4x4 upright marker)	1183.00	Per 4' x 4' plot	
Cremation Section Non-resident (4x4 upright marker)	1935.00	Per 4' x 4' plot	
Indigent or Veteran Cremation Sales (Resident or Non-resident)	50% off	Any product (except marker or plaque)	
<b>Columbarium (8 Niche Pedestal Units):</b>			T
Resident (per niche)	2588.00	Each	
Non- resident (per niche)	4317.00	Each	
<b>Columbarium (12 Niche Pedestal Units):</b>			T
Resident (per niche)	2513.00	Each	
Non- resident (per niche)	4160.00	Each	
<b>Columbarium (Large 64 Niche Units):</b>			T
Top Level - Resident	1940.00	Each	
Top Level - Non- resident	3236.00	Each	
Middle Level - Resident	1832.00	Each	
Middle Level - Non-resident	3128.00	Each	
Bottom Level - Resident	1724.00	Each	
Bottom Level - Non-resident	2912.00	Each	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Scattering and Memorialization without Interment:</b>			T
Scattering of Cremains Resident	168.00	Per occurrence	
Scattering of Cremains Non-resident	286.00	Per occurrence	
Plaque Placement & Installation on Big Rock memorial wall or River of Memories memorial wall (includes plaque and installation)	583.00	Each	
Memorial bench purchase - basic bench (outside of cemetery)	955.00	Each	
Memorial bench purchase - upgrade bench (outside of cemetery)	4093.00	Each	
Memorial bench existing basic bench (outside of cemetery)	467.00	Each	
Memorial bench existing upgrade bench (outside of cemetery)	701.00	Each	
Memorial bench for a 10 year lease (existing bench)	1607.00	Each	
Memorial bench plaque in bronze (cast or etched) 2 3/4' x 10" and installation	399.00	Each	
Tree purchase and installation (for memorialization or replacement) - includes 5 yr maintenance	1170.00	Each	
Memorial tree plaque in bronze (cast or etched) 6" x 12" and installation	682.00	Each	
<b>Casket Plots:</b>			T
Upright Monument Resident (casket plot)	1724.00	Per 4' x 8' plot	
Upright Monument Non-resident (casket plot)	3884.00	Per 4' x 8' plot	
Flat Marker Section Resident (casket plot)	1291.00	Per 4' x 8' plot	
Flat Marker Section Non-resident	3020.00	Per 4' x 8' plot	
Indigent or Veteran Casket Plots (resident or non-resident)	50% off	Per 4' x 8' plot	
<b>Cemetery Services:</b>			T
Open/Close of Cremated Remains (in-ground )	384.00	Per occurrence	
Open/Close - Multiple urn in-ground interments in the same burial plot at the same time (Rate for each interment after the first interment)	319.00	Per occurrence	
Open/Close of Cremated Remains (niche)	287.00	Per occurrence	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
Open/Close - Multiple urn interments in columbarium niches in the same niche at the same time (Rate for each interment after the first interment)	146.00	Per occurrence	
Open/Close of Adult - Casket Plot	967.00	Per occurrence	
Open/Close of Child - Casket Plot	637.00	Per occurrence	
Open/Close of Infant - Casket Plot	319.00	Per occurrence	
Open/Close of Adult or Child - Double Depth (initial)	1183.00	Per occurrence	
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)	452.00	Per casket	
After business hours urn interments -Saturday/Sunday/Holiday and any day after 4 PM (Flat rate in addition to standard open/close charges)	222.00	Per occurrence	
Disinterment/re-interment Fees - (opening, closing), caskets (does not include lifting/lowering casket)	1939.00	Per occurrence	
Disinterment of in-ground urn	686.00	Per occurrence	
Disinterment of multiple in-ground urns at same time in same in-ground burial plot. (rate for each disinterment after the first disinterment)	254.00	Per urn	
Disinterment of urn from columbarium niche	287.00	Per occurrence	
Disinterment of multiple urns at same time in same columbarium niche (rate for each disinterment after the first disinterment)	93.00	Per urn	
Disinterment/re-interment of urn (same in-ground burial plot)	835.00	Per occurrence	
Transferring Ownership of Burial Plots (transferring from resident to non-resident is not permitted)	92.00	Per occurrence	
Memorial Monument Permit	117.00	Per occurrence	

#### **External Equipment Charges:**

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

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SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
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**Parks:**

- Daily rental rates are equivalent to 8 hours

**Outdoor Facility Rental Rates:**

<b>Disc Golf Course Tournament Fee (exclusive use of course, minimum 4 hours)</b>	86.50	Per Tournament / Per Day
<b>Sheep River Cookhouse, Cimarron Park Gazebo, D'Arcy Ranch Amphitheatre, Olde Towne Okotoks - The Plaza and Rotary Park Amphitheatre (min 2 hours):</b>		
Local Non-profit	12.25	Per hour
Non-local/For Profit	23.75	Per hour
<b>Ethel Tucker Centennial Park/Arts &amp; Learning Campus Plaza and Greenspace (min 2 hours):</b>		
Local Non-profit	76.75	Per hour
Non-local/For Profit	102.25	Per hour
<b>Outdoor Beach Volleyball/ Tennis/Pickleball Courts (minimum 1 hour), per court:</b>		
Youth/Senior Local	12.25	Per hour
Adult Local	16.50	Per hour
Non-local/For Profit	23.75	Per hour
<b>Ball Diamond Rental Rates (minimum 1 hour):</b>		
Youth/Senior Local Community	19.50	Per hour
Adult Local Community	26.75	Per hour
Non-local/For Profit Community	35.00	Per hour
Youth/Senior Local Standard	37.00	Per hour
Adult Local Standard	49.50	Per hour
Non-local/For Profit Standard	66.00	Per hour
Youth/Senior Local Premier	77.25	Per hour
Adult Local Premier	105.00	Per hour
Non-local/For Profit Premier	140.00	Per hour



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Outdoor Playing Field Rental Rates: (minimum 1 hour):</b>			
Youth/Senior Local Community/Non-playing sports field areas	12.25	Per hour	
Adult Local Community	16.50	Per hour	
Non-local/For Profit Community	23.75	Per hour	
Youth/Senior Local Standard	17.50	Per hour	
Adult Local Standard	23.75	Per hour	
Non-local/For Profit Standard	32.00	Per hour	
Youth/Senior Local Premier	56.75	Per hour	
Adult Local Premier	77.25	Per hour	
Non-local/For Profit Premier	103.00	Per hour	

**Outdoor Playing Field Classification:**

**Community 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".

**Standard Fields & 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".

**Premier Fields & Diamonds:** game suitable fields with an automatic irrigation system present and other amenities such as lighting, scoreboard, and/or dressing rooms.



### 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  
Riverside East  
Riverside Middle  
Riverside 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 (Littler Field) - Wylie Athletic Park  
Diamond #6 - EOJHS  
Diamond #7 - EGSS South  
Diamond #10 - Wylie Athletic Park

Howard Park  
Laudan Park  
Riverside 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	2024 FEE	UNIT OF MEASURE	GST
<b>Miscellaneous Parks Fees</b>			T
Special Event Permit - Local/Non-profit (i.e. Block Party)	19.50	Each event	
Special Event Permit - Non-local/For Profit/Commercial	86.50	Each Event	
Portable Toilet Rental - Daily	210.00	Per day	
Portable Toilet Rental - Monthly (serviced weekly)	472.75	Per month	
Park Access Permit - one time	40.00	Each	
Park Access Permit - annual	100.00	Each	
Seizure & Impoundment of Sign(s) left on public lands - per occurrence	30.00	Each	
Scoreboard Rental - per day	19.50	Each	
Scoreboard Rental - per field/season	296.75	Each	
Bleacher relocation	315.25	Each	
Soccer net relocation	79.25	Each	

### **Recreation:**

#### **Indoor Facility Admissions and Rates:**

- 10x passes are equivalent to 9 daily rates

* Adult (18-59 years)	9.00	Per day	I
* Adult (18-59 years)	63.25	Per month	T
* Adult (18-59 years)	176.50	Per 3 months	T
* Adult (18-59 years)	602.25	Annual	T
* Youth / Student / Senior **	7.00	Per day	I
* Youth / Student / Senior **	51.50	Per month	T
* Youth / Student / Senior **	143.50	Per 3 months	T
* Youth / Student / Senior **	490.00	Annual	T
Child (6-11 years)	3.75	Per day	I
Child (6-11 years)	29.25	Per month	T
Child (6-11 years)	81.50	Per 3 months	T
Child (6-11 years)	180.50	Annual	T
Preschool (3-5 years)	2.50	Per day	I
Preschool (3-5 years)	14.50	Per month	T
Preschool (3-5 years)	40.75	Per 3 months	T
Preschool (3-5 years)	90.25	Annual	T



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
Tiny Tot (under 3 years)	FREE	All admissions	I
* Family	18.00	Per day	I
* Family	151.50	Per month	T
* Family	422.75	Per 3 months	T
* Family - Two Adults	1204.50	Annual	T
* Family - One Adult	872.50	Annual	T
Toonie Drop-in (all ages)	2.00	Per person	I
Aquafit, Shower, Hot tub & Sauna, Sledge Hockey	7.00	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			
**Youth are 12-17 years or students 18+ years attending a post-secondary institution with a valid student ID; Seniors are those 60+ years.			
<b>KinderCare Centre Drop In Use</b>			I
• 10x passes are equivalent to 9 hours			
Ages 3-18 months	5.25	Per hour	
Ages 19 months - 5 years	4.25	Per hour	
<b><u>Indoor Facility Rental Rates:</u></b>			
• School Use and School Special Event - applies to schools as per the guidelines set forth in the Town of Okotoks Joint Use Agreement with the School Divisions. School rate are equivalent to 65% of the stated youth local rate.			
• Last Minute Rentals are within 7 calendar days of booking			
<b>AQUATICS: effective September 1, 2024</b>			
• 1 lane is equivalent to 1/6 of pool rental rate			
<b>Riley Minue Lap Pool:</b>			T
Private User Adult/Non-local Clubs/Non-local schools	194.50	Per hour	
Private Local Child/Youth/Senior	175.00	Per hour	
Local Club	113.50	Per hour	
<b>Swindell Pool:</b>			T
Private User Adult/Non-local Clubs/Non-local schools	149.25	Per hour	
Private Local Child/Youth/Senior	135.50		
Local Club	93.00	Per hour	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>ARENAS:</b>			T
• 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.			
<b>Ice Rental: effective September 1, 2024</b>			
Youth/Senior Local Non-prime / Last Minute Rental	115.00	Per hour	
Youth/Senior Local Prime / Holiday Rental	176.00	Per hour	
Youth/Senior Non-local Prime	259.50	Per hour	
Youth/Senior Non-local Non-prime	176.00	Per hour	
Sports Camps	226.75	Per hour	
Sports Camps/Non-prime (May, June and July)	176.00	Per hour	
Adult Local Prime	259.50	Per hour	
Adult Local Non-prime	162.75	Per hour	
Adult Non-local Prime	331.50	Per hour	
Adult Non-local Non-prime	259.50	Per hour	
Junior Hockey Prime	259.50	Per hour	
Junior Hockey Non-prime	127.00	Per hour	
Leisure Ice	135.50	Per hour	
<b>Off Season Ice Rental May 1 - Aug 31 (not including playoff games)</b>			
<b>effective September 1, 2024</b>			
Junior Hockey Prime	176.00	Per hour	
Junior Hockey Non-prime	115.00	Per hour	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Dry Pad Rental:</b> effective September 1, 2024			T
• Day rates are equivalent to a maximum 11.22 hours			
Youth/Senior Local	66.75	Per hour	
Youth/Senior Non-local	93.75	Per hour	
Adult Local	93.75	Per hour	
Adult Non-local	109.75	Per hour	
Murray/Okotoks Centennial Arenas Gold/Curling Rink - For Profit/special events	139.25	Per hour	
Piper/Leisure - For Profit/special events	120.50	Per hour	
Okotoks Centennial Arenas Green - For Profit/special events	186.50	Per hour	
Last minute rental	33.50	Per hour	
Netting Retraction	522.00	Per occurrence	
Ice Decking Install & Removal (floor bookings less than 3 days)	2235.25	Per event	
Glass removal & re-install (including lexan & stanchions)	7699.25	Per event	
<b>Specialized Equipment</b> - Occasional rental of specialized equipment (e.g. Hydraulic lift) to individuals and community organizations will be charged out on a cost-recovery basis.			
<b>Gymnasium Rental:</b> effective September 1, 2024			T
• Daily rate is equivalent to 11.22 hours			
Youth/Senior Local Non-profit Weekday/ Last minute gym rental	31.00	Per hour	
Youth/Senior Local Non-profit Weekend/Statutory Holiday	65.75	Per hour	
Adult Local Non-profit Weekday	44.25	Per hour	
Adult Local Non-profit Weekday (Half Gym)	32.50	Per hour	
Adult Local Non-profit Weekend/Statutory Holiday	73.75	Per hour	
Adult Local Non-profit Weekend/Statutory Holiday (Half Gym)	53.75	Per hour	
Sports Camp/For Profit/Non-local	120.00	Per hour	
<b>Miscellaneous Facility Rental:</b>			T
Dressing Room	28.25	Per hour	
Dressing Room	57.00	Per day with field rental	
Office Space/Storage space	231.75	Per month	



Meeting Rooms/Multi-purpose Spaces Classification:	
<p><b>Small Spaces:</b>  Foothills Centennial Centre (FCC) Rotunda Room  Lobby Space  Okotoks Recreation Centre (ORC) Board Room  ORC Lecture Room  ORC Team Room  ORC Volunteer Room</p> <p><b>Medium Spaces:</b>  FCC Rotary Room  Okotoks Art Gallery (OAG) *  Okotoks Art Gallery Studio (upstairs) *  Okotoks Museum and Archive (Third Floor)*  ORC Community Room  ORC Kindercare**  ORC Youth Centre Multipurpose Room**  Okotoks Centennial Arenas (OCA) National Room  OCA Olympic Room A  OCA Olympic Room B  OCA Provincial Room  Rotary Performing Arts Centre (RPAC) Community Room ***  Southside Community Programs Centre**</p> <p><b>Large Spaces:</b>  Olympic Room – Full  RPAC Full Facility***</p> <p>* 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.</p>	<p><b>Small Spaces</b> have a capacity of up to 25 people with non-fixed seats and tables.  <b>Medium Spaces</b> have a capacity of up to 100 people with non-fixed seats and tables.  <b>Large Spaces</b> have a capacity of up to 120 people with non-fixed seats and tables.</p>



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Meeting Rooms/Multi-purpose Spaces Rental:</b>			T
Small Local/Non-profit/Last minute	18.00	Per Hour	
Small Local Social	29.75	Per Hour	
Small Non-local/Commercial/For-profit	45.25	Per Hour	
Medium Local/Non-profit/Last minute	24.00	Per Hour	
Medium Local Social	37.25	Per Hour	
Medium Non-local/Commercial/For-profit	52.50	Per Hour	
Large Local/Non-profit/Last minute	36.00	Per Hour	
Large Local Social	56.25	Per Hour	
Large Non-local/Commercial/For-profit	79.25	Per Hour	
<b>Foothills Centennial Centre Rental Rates and Fees:</b>			T
<ul style="list-style-type: none"> <li>• Non-prime: 55% of Prime rates Monday-Thursday</li> <li>• Prime time: Fridays, Saturdays, Sundays, Holidays and any event with alcohol.</li> <li>• Facility attendant fee will apply to bookings ending past 1:00 a.m.</li> <li>• Facility cleaning fee will apply to all Prime time bookings and/or any event with food and/or alcohol</li> </ul>			
Keith Hall Prime	1489.00	Per day	
Mesken Room Prime	609.00	Per day	
Smith Room (w/stage) Prime	746.50	Per day	
Woods Room Prime	609.00	Per day	
Commercial Kitchen Prime (minimum 2 hours)	45.25	Per hour	
Commercial Kitchen Prime	357.00	Per day	
Facility Cleaning Fee - events up to 250 people	262.50	Per event	
Facility Cleaning Fee - events with more than 250 people	1.00	Per event guest	
Guest Amenity Fee - events up to 250 people	262.50	Per event	
Guest Amenity Fee - events with more than 250 people	1.00	Per event guest	
Bar supplies and mix	4.00	Per person	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Rotary Performing Arts Centre Rates and Fees:</b>			T
• Day rate is 8 hours			
• Theatre (Concert/Play/Event): 3 hour minimum *(time and half after 8 hours)			
Non-profit Dark Day	108.25	Per Day*	
Non-profit Rehearsal/Tech (includes A/V Tech)	329.50	Per Day*	
Non-profit Performance	504.75	Per Day*	
For Profit/Social Dark Day	131.75	Per Day*	
For Profit/Social Rehearsal/Tech (includes A/V Tech)	461.50	Per Day*	
For Profit/Social Performance	671.50	Per Day*	
User Group Locker Storage (limited availability)	23.75	Per month	
RPAC A/V Technician (min 3 hours; time and a half after 8 hours)	45.25	Per Tech, Per Hour	
<b>Additional Facility Fees: may apply to any facility</b>			T
Facility Attendant (staffing resource may include but is not limited to: bartenders (minimum 3 hours per bartender)/extra lifeguard/additional clean-up/Event set-up/takedown as required min 3 hours after hours; time and a half after 8 hours)	34.25	Per Attendant Per Hour	
Facility rental for Event Set-up/Takedown	70.25	Per hour	
<b><u>Culture and Heritage:</u></b>			
Culture and Heritage Membership Fee - Individual	50.00	Per Year	T
Culture and Heritage Membership Fee - Per Club	100.00	Per Year	T
<b>Museum &amp; Archive Photos:</b>			T
Digital Image-Historical	11.00	Per Image	
<b>Community Programs and Events</b>			T
Big Rocky Mascot (handler to be provided by renter)	210.00	For up to two hours	
Big Rocky Mascot (handler to be provided by renter)	52.50	For an additional hour (max 3)	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b><u>On Demand Local Transit Fares:</u></b>			E
Single Trip Fare (online only)	3.50	Each	
10 Tickets (paper or online)	31.50	Each	
25 Tickets (online only)	74.50	Each	
50 Tickets (online only)	140.00	Each	
75 Tickets (online only)	197.00	Each	
100 Tickets (online only)	245.00	Each	
5 years of age and under	FREE	Each	
<b><u>Okotoks Fire &amp; Rescue:</u></b>			
<ul style="list-style-type: none"> <li>Fees are determined based on an hourly charge per apparatus per response with a minimum 1 hour billed and additional time to be billed in 15 minute intervals.</li> </ul>			
<b>Equipment and Staff used during response include:</b>			E
Firefighter Deployment Rate, per Firefighter	120.00	Per hour	
Hazmat Trailer	200.00	Per hour	
Bush Trucks	650.00	Per hour	
Command Units	650.00	Per hour	
Motor Vehicle Collisions	650.00	Per hour	
Mutual Aid Response	650.00	Per hour, plus manpower	
Rescue Vehicle - Non Motor Vehicle Collisions	650.00	Per hour	
Tender	650.00	Per hour	
Water Rescue	650.00	Per hour	
Engine	800.00	Per hour	
Aerial	800.00	Per hour	
<b>Supplies used during response include:</b>			E
Foam Application	350.00	Per 5 gallons	
Absorb-All	75.00	Per gallon	
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 above rates.			



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Miscellaneous Fire &amp; Rescue Fees:</b>			T
Meeting Room Rental - External Agencies	50.00	Per hour	
Request for information ie. Incident reports, safety searches, etc.	75.00	Each	
Detail Investigation Narrative Report	300.00	Each	
Occupancy Inspection (required for new business license)	100.00	Each	
Occupancy Inspection and Occupancy Load Permit - completed on same visit	200.00	Each	
Re-Inspection Fee - second visit with unresolved deficiencies	100.00	Each	
Re-Inspection Fee - for third and subsequent visits with unresolved deficiencies	150.00	Each	
Requested Inspection - ie OCC LOAD PERMIT	150.00	Each	
Fireworks Permit	100.00	Each	
False Alarm Fee: (per alarm)	500.00/1000.00/1500.00	Each	
first response - no charge			
second - \$500			
third - \$1,000			
4 or more - \$1,500			
<b><u>Municipal Enforcement:</u></b>			E
Special Inspection of Controlled Substance Property (per inspection)	525.00	Each	
Urban Hen License	50.00	Per Coop / Household	
Zone Parking Permit	15.00	Each	
Temporary Parking Permit	25.00	Each	
<b>Animal Control:</b>			
<b>Dog License:</b>			
Male or Female - Unaltered	100.00	Each	
Male or Female - Neutered/Spayed	35.00	Each	
Animal Fancier License	150.00	Each	
Replacement Fee for lost tags	10.00	Each	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Policing:</b>			T
<b>Criminal Record Checks:</b>			
All Residents in Detachment area	60.00	Each	
Students and Volunteers	5.00	Each	
Students and Volunteers	10.00	3 copies	
<b>Fingerprinting:</b>			
LiveScan	25.00	Each	
(no charge for Volunteers, Canadian Citizenship, Landed Immigrant Status, Employment for Police & Federal Government)			
Additional Service Fee	15.00	Each	
(all residents having paid for a criminal record check requiring prints for Vulnerable Sector Check)			
<b>Other Requests:</b>			
Collision Reports (Insurance Letter)	50.00	Each	
Photo (Disc)	25.00	Each	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>UTILITIES</b>			
Utility bills are due upon receipt and the following shall be applied to all accounts: <b>(Bylaw 13-24)</b>			
• Penalty rate on Utilities Receivable in arrears	4.0%	Bi-monthly	E
• Arrears Notice (60 days after Billing Notice date)	35.00	Each	E
• Arrears transferred to taxes (80 days after Billing Notice date)	50.00	Each	E
• Paper Billing Charge (if applicable)	2.00	Billing period	E
<b>Water Services:</b>			
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 20mm (5/8")	23.40	Billing period	E
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 20mm (3/4")	23.40	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 25mm (1")	38.90	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 40mm (1.5")	77.85	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 50mm (2")	124.50	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 75mm (3")	233.50	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 100mm (4")	389.20	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 150mm (6")	778.35	Billing period	
<b>Residential:</b>			
Consumption for first 23 Cubic metres	1.70	Cubic metre	E (Bylaw 13-24)
Consumption 24 - 46 Cubic metres	2.10	Cubic metre	
Consumption > than 46 Cubic metres	3.50	Cubic metre	
Consumption charge for an individual unit without water meter or where water meter is not registering accurately.	120.00	Billing period	
<b>Non-residential (Commercial, Industrial, Institutional premises): (Bylaw 13-24)</b>			
Consumption Charge	1.90	Cubic metre	E
Consumption Irrigation Water	4.00	Cubic metre	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Water or Sanitary Services: (Bylaw 13-24)</b>			
Meter supply, installation & inspection (3/4")	610.00	Service call	T
Meter supply, installation & inspection (1")	740.00	Service call	T
Meter supply, installation & inspection (>1")	at cost + 15%	Service call	T
Meter Testing	350.00	Service call	T
Manual Water Meter Reading	19.00	Billing period	E
Field Service Fee (regular business hours) - (includes water turn on/off)	90.00	Hourly - 1 hour min	E
Field Service Fee (after hours) - (includes water turn on/off)	110.00	Hourly - 3 hour min	E
Third Party labour and parts markup	Cost + 15%	Service call	E
<b>Bulk Water:</b>			<b>E(Bylaw 13-24)</b>
Potable Bulk Water	11.00	Cubic metre	
Non-potable Bulk Water	8.00	Cubic metre	
Non-potable Water Account Fee-Includes 1 Card/Key	31.00	Each	
<b><u>Sanitary Services:</u></b>			<b>E</b>
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 20mm (5/8")	23.25	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 20mm (3/4")	23.25	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 25mm (1")	38.75	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 40mm (1.5")	77.50	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 50mm (2")	124.00	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 75mm (3")	232.50	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 100mm (4")	387.50	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 150mm (6")	775.00	Billing period	
Consumption (based on cubic metres of water consumption)	2.30	Cubic metre	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Irrigation Water - sanitary exemption:</b> <span style="float: right;">E(Bylaw 13-24)</span> <ul style="list-style-type: none"> <li>Water consumption average over the three winter billing periods (December, February and April) will establish the non-irrigation average consumption.</li> <li>Water volumes consumed that are over the non-irrigation average consumption will be exempt from the sanitary consumption charge during the three "summer billing periods (June, August and October).</li> <li>Customers/Premises that do not have a complete history of consumption for the three full winter billing periods have an estimated consumption of 45 cubic meters applied to each billing period that is not a complete month history of consumption. Once a complete winter billing (3 billing periods) history is established, actual winter billing period average will be applied.</li> </ul>			
Consumption charge to an individual unit without a water meter or where a water meter is not registering accurately	105.75	Billing period	
Septic tank sludge and septage volume fee	3.00	Cubic metre	
<b>Sanitary Service Surcharge:</b> <span style="float: right;">E(Bylaw 13-24)</span> <p>1) 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.</p> <p>2) 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:</p> <p>The formula for determining the surcharge to be levied is : <math>R = (0.0722*B) + (0.0808*S) + (0.0832*G)</math>, where:</p> <ul style="list-style-type: none"> <li>- "R" means rate in cents per cubic meter</li> <li>- "B" means the amount in milligrams per litre by which the biochemical oxygen demand of the sewage tested exceeds three hundred milligrams per litre</li> <li>- "S" means the amount in milligrams per litre by which the suspended solids of the sewage exceeds three hundred milligrams per litre; and</li> <li>- "G" means the amount expressed in milligrams per litre by which the grease content of the sewage tested exceeds one hundred milligrams per litre</li> </ul> <p>3) 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.</p>			
	TBD	See below	
<b>Storm Sewer Services:</b> <span style="float: right;">E</span>			
Storm Sewer Fixed Rate - all flat Sanitary Accounts	17.50	Billing period	



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
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**Waste Services:**

E

**Residential Dwelling House (up to six dwelling units):**

Waste Services Fee - Standard Service (120L garbage + 120L organics + 240L recycling + Eco Centre fee)	51.15	Per billing period
Waste Services Fee - Partial Services (no 240L blue cart) (Option no longer available)	38.25	Per billing period

**Optional Cart Services**

**Note: Use the rates below to calculate your fee per billing period if you do not have the standard service.**

**(Final cost must include a garbage, recycling, organics and Eco Centre fee)**

Garbage (120L)	16.75	Per cart per billing period
Garbage (180L)	37.75	Per cart per billing period
Garbage (240L)	41.50	Per cart per billing period
Organics (120L)	16.75	Per cart per billing period
Organics (240L)	19.75	Per cart per billing period
Organics (360L)	26.60	Per cart per billing period
Recycling (240L)	12.00	Per cart per billing period
Recycling (360L)	13.25	Per cart per billing period
Eco Centre fee	11.60	Per unit per billing period
Bag - unit of waste	5.00	Per bag

**Institutional, Commercial, Industrial (ICI): (includes multi-family property with more than six dwelling units)**

ICI - (120L garbage + 120L organics + 240L recycling + Eco Centre fee) - Standard Service	94.00	Per billing period
ICI - Garbage (120L)	34.00	Per cart per billing period
ICI - Garbage (180L)	51.00	Per cart per billing period
ICI - Garbage (240L)	67.00	Per cart per billing period
ICI - Organics (120L)	25.00	Per cart per billing period
ICI - Organics (240L)	32.50	Per cart per billing period
ICI -Organics (360L)	40.00	Per cart per billing period
ICI - Recycling (240L)	24.00	Per cart per billing period
ICI - Recycling (360L)	26.50	Per cart per billing period
ICI Eco Centre fee	11.60	Per billing period



SERVICE DESCRIPTION	2024 FEE	UNIT OF MEASURE	GST
<b>Replacement Carts:</b>			
Replacement (120L)	70.00	Per occurrence	
Replacement (180L)	90.00	Per occurrence	
Replacement (240L)	110.00	Per occurrence	
Replacement (360L)	120.00	Per occurrence	
Service charge (for change in service)	25.00	Per cart per occurrence	