

**ADMINISTRATIVE CONSOLIDATION OF BYLAW 09-23  
AS OF AUGUSTS 21, 2023**

**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 Bylaws 10-23 and 28-23)**

**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. This Bylaw may be known as the "Fees, Rates, and Charges Bylaw".
2. 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.
3. That the fees, rates, and charges contained in Schedule "A" shall form part of this Bylaw and may be amended from time to time by bylaw and any such amendment shall form part of this Bylaw.

**SEVERABILITY**

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, 2023, unless otherwise indicated in Schedule "A".

Bylaw 09-23 received third and final reading November 23, 2022.

ORIGINAL SIGNED BY  
MAYOR AND CHIEF ADMINISTRATIVE OFFICER

Bylaw 10-23 received third and final reading January 23, 2023.

ORIGINAL SIGNED BY  
MAYOR AND CHIEF ADMINISTRATIVE OFFICER

Bylaw 28-23 received third and final reading August 21, 2023.

ORIGINAL SIGNED BY  
MAYOR AND CHIEF ADMINISTRATIVE OFFICER



**Schedule “A” – Bylaw 09-23 –ADMINISTRATIVE CONSOLIDATION** **Page**

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

Fees in black font – effective January 1, 2023  
Fees in green font – effective September 1, 2023



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>CORPORATE SERVICES</b>			
<b><u>Administration</u></b>			
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	
NSF Cheques/Rejected Credit Card Scheduled Payment	35.00	Each	
Correction of banking transactions for customers	35.00	Each	
Electrical Franchise Fees	20%	Fortis Transmission Distribution Revenues	
Natural Gas Franchise Fees	20%	ATCO Natural Gas Revenues	
Environmental Assessment Inquiries	280.00	Each	



SERVICE DESCRIPTION	2023 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 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, black &amp; white 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	2023 FEE	UNIT OF MEASURE	GST
<b>Mapping and GIS Services:</b>			T
Note 1: All maps and data must have a disclaimer attached Note 2: All rates for mapping services as noted, unless otherwise negotiated by agreement Note 3: Other datasets are also available from the Town of Okotoks GIS Department			
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	2023 FEE	UNIT OF MEASURE	GST
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**COMMUNITY GROWTH, INVESTMENT & SUSTAINABILITY**

**Community Growth & Investment:**

**Annual Business Licenses (after mid-year fees prorated quarterly for start-ups and projects):** E

**Home Occupation Annual Fee (any business operating from a residence in the Town of Okotoks):**

Minor and Major	200.00	Each
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**Resident Business- Annual Fee (any business operating from a taxable premise in the Town of Okotoks):**

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

**Non-District (any business located beyond boundary of Foothills County, e.g. Calgary)**

Non-District Annual Fee	400.00	Each
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**Foothills County (any business with home base within boundaries of Foothills County)**

Foothills County Annual Fee	275.00	Each
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**Special License Fees:**

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



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<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	
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>Site License - Residential:</b>			E
Single Detached and Semi-Detached Dwellings - New Construction	250.00	Building Permit	
Multi-Unit Residential - New Construction 3-8 units	800.00	Building Permit	
Multi-Unit Residential - New Construction 9-24 units	1600.00	Building Permit	
Multi-Unit Residential - New Construction 25+ units	2400.00	Building Permit	
Multi-Unit Residential - Renovation 3-8 units	400.00	Building Permit	
Multi-Unit Residential - Renovation 9-24 units	800.00	Building Permit	
Multi-Unit Residential - Renovation 25+ units	1200.00	Building Permit	
<b>Site License - Non-Residential:</b>			
Non-Residential - New or Renovation Value \$0.1M - <\$1M	800.00	Building Permit	
Non-Residential - New or Renovation Value \$1M - <\$5M	1600.00	Building Permit	
Non-Residential - New or Renovation Value \$5M+	2400.00	Building Permit	
<b>Film Production Fees*:</b>			T
Film Production Application Fee (non-refundable)	600.00	Each	
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	600.00	Each	
Production Crew Size 50-99 Damage Deposit	1000.00	Each	
Production Crew 100+ Damage Deposit	1300.00	Each	
On-Street Parking -Downtown (per day up to 4 Production Vehicle Spots)	200.00	Each	





SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
On-Site Town Liaison Per Hour as required -minimum 3 hour charge	100.00	Each	
*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
Pre-application permit meetings. First meeting free, subsequent meetings will be charged and refunded if a completed application is submitted.	200.00	Each	
<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>			
Telecommunication Towers	5000.00	Per Application	
Amateur Radio Towers	275.00	Each	
<b>Related Development Permit Fees:</b>			
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)	350.00	Per Application	
Development Permit Amendment (Major - Development Agreement involved)	1000.00	Per Application	
Development Appeal	375.00	Per Appeal	

SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Statutory Plan Processes:</b>			E
Amendments to Land Use Bylaw, Municipal Development Plan, an Area Structure Plan or Area Redevelopment Plan			
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	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 Neighbourhood Area Structure Plan or Outline Plan	50% of Current NASP Fee + \$75/ha	Each	
<b>Miscellaneous Fees:</b>			E
Special Municipal Planning Commission Meeting	1200, 350 non refundable	Each	
Direct Control Public Hearing	775.00	Each	
Pageantry Features Application	1200.00	Each	
<b>Encroachment or Amending Agreement:</b>			E
Residential	500.00	Per Application	
Non-Residential or Multi-Unit Residential ( >2 units)	775.00	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	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
Street Name Change	300 plus 50 per address	Base + per address	
Address Change	350.00	Each	
Name Registration	200.00	Each	
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)	325.00	Per unit	
All others (e.g. Non-Residential, Multi-Unit Residential >2 Dwelling Units)	325.00	Per unit	
All others Priority Service - 2 business days (e.g. Non-Residential, Multi-Unit Residential >2 Dwelling Units)	650.00	Per unit	
<b>Subdivision Applications:</b>			
No fee for lots designated as reserve (MR, MSR, ER) or utility lots. Tentative Plan fees used for Bareland Condominium Plans. Applicant is responsible for any additional fees that may be incurred by the Town as 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.			
Concept Plans	1750.00	Per Application	
Tentative Plan (Conforms to an outline plan or NASP)	The greater of 2750 or 275 per lot	Each	
Subdivision Endorsement Fee	The greater of 750 or 125 per lot	Each	
Tentative Plan (Existing Residential lot separation or boundary adjustment - includes endorsement)	850.00	Per Application	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
Tentative Plan (Existing Non-Residential lot separation or boundary adjustment - 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	
<b><u>Community Development:</u></b>			
<b>Developer's Agreement - Facilities &amp; Services:</b>			
Water License Fee - Volume determined as per water allocation policy.	8.11	Per m <sup>3</sup>	E
Water Usage for Flushing of Mains, in intervals of 50m of water main	100.00	Per 50 lineal meters	
Engineering Review and Inspection	5100.00	Per hectare	
GIS and Mapping	1025.00	Per hectare	
Stripping & Grading Development Permit Application	1000.00	Each	
Traffic Signal Timing Report	250.00	Each	
Development Site Servicing Permit	1000.00	Each	
Additional Inspections, after 2 inspections	600.00	Each	
Additional Reviews, after 3 reviews	1500.00	Each	
<b>Permits, Assessment and Sustainability Fees:</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>Permit Extensions</b> - The fee for extending the terms of a permit will be at the discretion of the SCO.	Based on 20% of Original Permit fee	Minimum of 100 to a maximum of 2500	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Revisions and Re-examinations:</b>			
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 total fee (excluding GST, water meter, Safety Codes Fees and site license) shall be refunded.	50.0%	Each	
<b>Re-inspections / Additions Inspections: Safety Codes Officer (discretion) is recalled for a inspection due to: 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 Act will be charged to the Applicant on a full cost recovery basis.	Full Cost recovery	Each	
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	2023 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)	2000.00	Per occurrence	
<b>Formal Request for information under s. 299 &amp; s. 300 of the Municipal Government Act and Regulations:</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>			
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>			
New building construction	500.00	Each	
New interior development	200.00	Each	
<b>Assessment Inspection Industrial:</b>			
New building construction	500.00	Each	
New interior development	200.00	Each	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Safety Codes Permit Fees New Residential Application Single Detached, Semi-detached:</b>			
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 & Semi-detached dwelling	200.00	Each	
<b>Safety Codes Permit Fees New Residential Multi-Unit Residential (3 or more units):</b>			
Building Permits Prevailing market value (PMV)	10.00	Per 1000.00 construction value (min 500.00)	
HVAC (Heating Ventilation Air Conditioning)	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	2023 FEE	UNIT OF MEASURE	GST
<b>Safety Codes Permit Fees - Residential Accessory Permits:</b>			
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 Prevailing market value (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 - Prevailing market value (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>			
Building construction value based on Prevailing market value (PMV)	10.00	Per 1000.00 construction value (min 200.00)	
HVAC construction value based on Prevailing market value (PMV)	10.00	Per 1000.00 construction value (min 100.00)	
<b>Plumbing (&lt;=5 Outlets)</b>	200.00	Each	
Plumbing (<= 10 outlets)	300.00	Each	
Plumbing (> 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	2023 FEE	UNIT OF MEASURE	GST
<b>Gas Permit</b> (0 BTU - 500,000 BTU)	200.00	Each	
Gas Permit (500,000 BTU - 1M BTU)	300.00	Each	
Gas Permit (1M BTU - 2M BTU)	400.00	Each	
Gas Permit (2M BTU - 3M BTU)	500.00	Each	
Gas Permit (>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 - permit fee based on the value of material/labour:</b>			
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	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
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**OPERATIONS & UTILITIES**

**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

**Cremation Sales:**

Cremation Section Resident (2x2 flat marker)	636.00	Per 2' x 2' plot	T
Cremation Section Non-Resident (2x2 flat marker)	1045.00	Per 2' x 2' plot	
Cremation Section Resident (4x4 flat marker)	777.00	Per 4' x 4' plot	
Cremation Section Non-resident (4x4 flat marker)	1465.00	Per 4' x 4' plot	
Cremation Section Resident (4x4 upright marker)	1150.00	Per 4' x 4' plot	
Cremation Section Non-resident (4x4 upright marker)	1880.00	Per 4' x 4' plot	
Indigent or Veteran Cremation Sales (Resident or Non-Resident)	50% off	Any product (except marker or plaque)	

**Columbarium (8 Niche Pedestal Units):**

Resident (per niche)	2515.00	Each	T
Non- Resident (per niche)	4195.00	Each	

**Columbarium (12 Niche Pedestal Units):**

Resident (per niche)	2442.00	Each	T
Non- Resident (per niche)	4043.00	Each	

**Columbarium (Large 64 Niche Units):**

Top Level - Resident	1885.00	Each	T
Top Level - Non- Resident	3145.00	Each	
Middle Level - Resident	1780.00	Each	
Middle Level - Non-Resident	3040.00	Each	
Bottom Level - Resident	1675.00	Each	
Bottom Level - Non-Resident	2830.00	Each	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Scattering and Memorialization without Interment:</b>			T
Scattering of Cremains Resident	163.00	Per occurrence	
Scattering of Cremains Non-Resident	278.00	Per occurrence	
Plaque Placement & Installation on Big Rock memorial wall or River of Memories memorial wall (includes plaque and installation)	567.00	Each	
Memorial bench purchase - basic bench (outside of cemetery)	928.00	Each	
Memorial bench purchase - upgrade bench (outside of cemetery)	3978.00	Each	
Memorial bench existing basic bench (outside of cemetery)	454.00	Each	
Memorial bench existing upgrade bench (outside of cemetery)	681.00	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	388.00	Each	
Tree purchase and installation (for memorialization or replacement) - includes 5 yr maintenance	1137.00	Each	
Memorial tree plaque in bronze (cast or etched) 6" x 12" and installation	663.00	Each	
<b>Casket Plots:</b>			T
Upright Monument Resident (casket plot)	1675.00	Per 4' x 8' plot	
Upright Monument Non-resident (casket plot)	3775.00	Per 4' x 8' plot	
Flat Marker Section Resident (casket plot)	1255.00	Per 4' x 8' plot	
Flat Marker Section Non-resident	2935.00	Per 4' x 8' plot	
Indigent or Veteran Casket Plots (resident or non-resident)	50% off	Per 4' x 8' plot	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Cemetery Services:</b>			T
Open/Close of Cremated Remains (in-ground )	373.00	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)	310.00	Per occurrence	
Open/Close of Cremated Remains (niche)	279.00	Per occurrence	
Open/Close - Multiple urn interments in columbarium niches in the same niche at the same time (Rate for each interment after the first interment)	142.00	Per occurrence	
Open/Close of Adult - Casket Plot	940.00	Per occurrence	
Open/Close of Child - Casket Plot	619.00	Per occurrence	
Open/Close of Infant - Casket Plot	310.00	Per occurrence	
Open/Close of Adult or Child - Double Depth (initial)	1150.00	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)(Bylaw 10-23)	439.00	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)	216.00	Per occurrence	
Disinterment/re-interment Fees - (opening, closing), full size burial plots	1884.00	Per occurrence	
Disinterment of in-ground urn	667.00	Per occurrence	
Disinterment of multiple in-ground urns at same time in same in-ground burial plot;	247.00	Per urn	
Disinterment of urn from columbarium niche	279.00	Per occurrence	
Disinterment of multiple urns at same time in same columbarium niche	90.00	Per urn	
Disinterment/re-interment of urn (same in-ground burial plot)	811.00	Per occurrence	
Transferring Ownership of Burial Plots	89.00	Per occurrence	
Memorial Monument Permit	114.00	Per occurrence	
<b><u>Transportation (External Equipment Charges):</u></b>			T
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	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b><u>Parks:</u></b>			
Daily rental rates are equivalent to 8 hours			
<b>Disc Golf Course Tournament Fee (exclusive use of course, minimum 4 hours)</b>	84.00	Per Tournament	
<b>Outdoor Facilities: Sheep River Cookhouse, Cimarron Park Gazebo, Olde Towne Okotoks - The Plaza and Rotary Park Amphitheatre (min 2 hours):</b>			
Local Non profit	12.00	Per hour	
Non Local/For Profit	23.00	Per hour	
<b>Ethel Tucker Centennial Park/Arts &amp; Learning Campus Plaza and Greenspace (min 2 hours)</b>			
Local Non profit	74.50	Per hour	
Non Local/For Profit	99.30	Per hour	
<b>Outdoor Beach Volleyball/ Tennis / Pickleball Courts (minimum 1 hour), per court:</b>			
Youth/Senior Local <b>(Bylaw 10-23)</b>	12.00	Per hour	
Adult Local	16.00	Per hour	
Non-Local/For Profit	23.00	Per hour	
<b>Ball Diamond Rental Rates (minimum 1 hour):</b>			
Youth/Senior Local Community <b>(Bylaw 10-23)</b>	19.00	Per hour	
Adult Local Community	26.00	Per hour	
Non Local/For Profit Community	34.00	Per hour	
Youth/Senior Local Standard <b>(Bylaw 10-23)</b>	36.00	Per hour	
Adult Local Standard	48.00	Per hour	
Non Local/For Profit Standard	64.00	Per hour	
Youth/Senior Local Premier <b>(Bylaw 10-23)</b>	75.00	Per hour	
Adult Local Premier	102.00	Per hour	
Non Local/For Profit Premier	136.00	Per hour	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Playing Field Rental Rates (minimum 1 hour):</b>			
Non playing field sports areas	12.00	Per hour	
Youth/Senior Local Community <b>(Bylaw 10-23)</b>	12.00	Per hour	
Adult Local Community	16.00	Per hour	
Non Local/For Profit Community	21.00	Per hour	
Youth/Senior Local Standard <b>(Bylaw 10-23)</b>	17.00	Per hour	
Adult Local Standard	23.00	Per hour	
Non Local/For Profit Standard	31.00	Per hour	
Youth/Senior Local Premier <b>(Bylaw 10-23)</b>	55.00	Per hour	
Adult Local Premier	75.00	Per hour	
Non Local/For Profit Premier	100.00	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 (Bylaw 10-23)

### 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	2023 FEE	UNIT OF MEASURE	GST
<b>Miscellaneous Parks Fees</b>			
Special Event Permit Local/Nonprofit (i.e. Block Party)	19.00	Each event	
Special Event Permit -Non-local/For Profit/Commercial	84.00	Each Event	
Portable Toilet Rental - Daily	204.00	Per day	
Portable Toilet Rental - Monthly (serviced weekly)	459.00	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	19.00	Each	
Scoreboard Rental - per field/season	288.00	Each	
Bleacher relocation	306.00	Each	
Soccer net relocation	77.00	Each	





SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
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**Utilities:**

Utility bills are due upon receipt and the following shall be applied to all accounts in arrears: **(Bylaw 10-23)**

Penalty rate on Utilities Receivable in arrears	4.0%	Bi-monthly <b>(Bylaw 10-23)</b>	
Arrears Notice (60 days after Billing Notice date)	35.00	Each <b>(Bylaw 10-23)</b>	
Transfers to taxes (80 days after Billing Notice date)	50.00	Each <b>(Bylaw 10-23)</b>	

**Water Services:**

Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 20mm (5/8")	22.45	Billing period	E
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 20mm (3/4")	22.45	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 25mm (1")	37.45	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 40mm (1.5")	74.80	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 50mm (2")	119.70	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 75mm (3")	224.40	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 100mm (4")	374.05	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 150mm (6")	748.00	Billing period	
Consumption for first 23 Cubic metres	1.65	Cubic metre	
Consumption 24 - 46 Cubic metres	2.00	Cubic metre	
Consumption > than 46 Cubic metres	3.35	Cubic metre	
Consumption charge where water meter is not registering accurately.	115.00	Billing period	
Consumption charge to an individual unit without a meter	115.00	Billing period	
<b>Non-Residential (Commercial, industrial, institutional premises):</b>			
Consumption Charge	1.85	Cubic metre	
Consumption Irrigation Water	2.65	Cubic metre	
Meter supply, installation & inspection (3/4")	580.00	Service call	T
Meter supply, installation & inspection (1")	710.00	Service call	T
Meter supply, installation & inspection (>1")	at cost + 10%	Service call	T
Meter Testing	500.00	Service call	T
Manual Water Meter Reading	18.00	Billing period	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
Paper Billing Charges	2.00	Billing period	
Field Service	25.00	Service call	
Water Turn on	52.50	Service call	
Water Turn off	52.50	Service call	
After Hours Water Turn On	78.00	Service call	
After Hours Water Turn Off	78.00	Service call	
Disconnection fees established by the CAO	TBD	Each	
<b>Bulk Water:</b>			
Rate determined by the CAO for extraordinary circumstances	TBD	Cubic metre	
Bulk Water	11.00	Cubic metre	
Nexen Well Water	9.00	Cubic metre	
Non-potable Water Account Fee-Includes 1 Card/Key	31.00	Each	
<b>Sanitary Services:</b>			E
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 20mm (5/8")	22.55	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 20mm (3/4")	22.55	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 25mm (1")	37.60	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 40mm (1.5")	75.10	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 50mm (2")	120.15	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 75mm (3")	225.30	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 100mm (4")	375.50	Billing period	
Base Rate Residential, Irrigation, Commercial, Industrial, Institutional Meter Size 150mm (6")	750.95	Billing period	
Consumption (based on cubic metres of water consumption)	2.25	Cubic metre	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Residential Irrigation Water - sanitary exemption:</b>			
Water consumption average over the three winter billing periods (December, February and April) will establish the non-irrigation average consumption.			
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).			
Residential 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.			
Consumption charge to an individual unit without a water meter	90.00	Billing period	
Consumption charge where water meter is not registering accurately	105.00	Billing period	
<b>Non-Residential (Commercial, industrial, institutional premises):</b>			
Consumption (based on cubic meters of water consumption)	2.25	Cubic metre	
Septic tank sludge and septage volume fee	3.00	Cubic metre	
<b>Irrigation Water - Non-residential sanitary exemption:</b>			
Non-Residential 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 metres applied to each billing period that is not a complete month history of consumption. Once a complete winter (3 Billing Periods) history is established actual winter billing period average will be applied.			
Disconnection fees established by the CAO	TBD	Service call	
<b>Septic tank sludge and septage:</b>			
Volume fee	3.00	Cubic metre	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
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**Sanitary Service Surcharge:**

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.

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:

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

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.

**Storm Sewer Services:**

Storm Sewer Fixed Rate - all flat Sanitary Accounts

Utility bills are due upon receipt  
16.65 Billing period

E



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Waste Services:</b>			E
<b>Residential Dwelling House:</b>			
Waste Services Fee - Standard Service (120L garbage+120L organics+240L recycling+ Eco Centre fee)	50.15	Per billing period	
Waste Services Fee - Partial Services (no 240L blue cart) (Option no longer available)	37.50	Per billing period	
<b>Optional Cart Services</b>			
<b>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)</b>			
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)	21.00	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 billing period	
Bag - unit of waste	5.00	Per bag	
<b>Multi Residential Dwelling: (up to six dwelling units)</b>			
Multi-Residential - Garbage (120L)	16.75	Per cart per billing period	
Multi-Residential - Garbage (180L)	37.75	Per cart per billing period	
Multi-Residential - Garbage (240L)	41.50	Per cart per billing period	
Multi-Residential - Organics (120L)	16.75	Per cart per billing period	
Multi-Residential - Organics (240L)	21.00	Per cart per billing period	
Multi-Residential - Organics (360L)	26.60	Per cart per billing period	
Multi-Residential - Recycling (240L)	12.00	Per cart per billing period	
Multi-Residential - Recycling (360L)	13.25	Per cart per billing period	
Multi-Residential Eco Centre fee	11.60	Per billing period	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Institutional, Commercial, Industrial (ICI): (includes multi-family property with more than six dwelling units)</b>			
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	
<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 <b>(Bylaw 10-23)</b>	Per cart per occurrence	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>COMMUNITY HEALTH &amp; SAFETY</b>			
<b><u>On Demand Local Transit Fares:</u></b>			
Single Trip Fare (online only)	3.50	Each	E
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>Facility Admissions and Rates:</u> <span style="color: green;">Effective September 1, 2023</span></b>			
Adult (18-59 years)	8.75	Per day	I
Adult (18-59 years)	78.75	10 pass	I
Adult (18-59 years)	62.00	Per month	T
Adult (18-59 years)	173.00	Per 3 months	T
Adult (18-59 years)	590.50	Annual	T
Youth/ Student/Senior **	6.75	Per day	I
Youth/ Student/Senior **	60.75	10 pass	I
Youth/ Student/Senior **	50.50	Per month	T
Youth/ Student/Senior **	140.75	Per 3 months	T
Youth/ Student/Senior **	480.50	Annual	T
Child (6-11 years)	3.50	Per day	I
Child (6-11 years)	31.50	10 pass	I
Child (6-11 years)	28.75	Per month	T
Child (6-11 years)	80.00	Per 3 months	T
Child (6-11 years)	177.00	Annual	T





SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
Preschool (3-5 years)	2.25	Per day	I
Preschool (3-5 years)	20.25	10 pass	I
Preschool (3-5 years)	14.25	Per month	T
Preschool (3-5 years)	40.00	Per 3 months	T
Preschool (3-5 years)	88.50	Annual	T
Tiny Tot (under 3 years)	FREE	All admissions	I
* Family	17.50	Per day	I
* Family	157.50	10 pass	I
* Family	148.50	Per month	T
* Family	414.50	Per 3 months	T
* Family - Two Adults	1180.75	Annual	T
* Family - One Adult	855.50	Annual	T
Toonie Drop-in (all ages)	2.00	Per person	I
Aquafit, Shower, Hot tub & Sauna, Sledge Hockey	6.75	Per day	I
Aquafit, Shower, Hot tub & Sauna, Sledge Hockey	60.75	10 pass	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><u>KinderCare Centre Drop In Use:</u></b>			
Ages 3-18 months	5.00	Per hour	I
Ages 19 months - 5 years	4.00	Per hour	
Ages 3-18 months - 10x1 hour visit pass	45.00	10 pass	
Ages 19 months - 5 years - 10x 1 hour visit pass	35.00	10 pass	





SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b><u>Culture and Heritage:</u></b>			T
<b><u>Membership Fees:</u></b>			
Individual	50.00	Per Year	
Per Club	100.00	Per Year	
<b><u>Facility Rental Rates:</u></b>			
<b>Aquatics Rental Rates: Effective September 1, 2023</b>			
<b><u>Riley Minue Lap Pool:</u></b>			T
Youth, Adult, Seniors Private User	188.75	Per hour	
Youth, Adult, Seniors Private User (per lane)	31.75	Per hour	
Non Local Schools and Clubs	188.75	Per hour	
Non Local Schools and Clubs (per lane)	31.75	Per hour	
Private Local Child	170.00	Per hour	
Local School	110.25	Per hour	
Local Club	110.25	Per hour	
Local Club Lane	18.50	Per hour	
Local School Lane	18.50	Per hour	
<b><u>Swindell Pool:</u></b>			T
Private User (Youth, Adult, Seniors)	145.00	Per hour	
Private User (Youth, Adult, Seniors) Per Lane	24.25	Per hour	
Non Local Schools and Clubs	145.00	Per hour	
Non Local Schools and Clubs (per lane)	24.25	Per hour	
Private user (Child)	131.50	Per hour	
Local School	90.25	Per hour	
Local Club	90.25	Per hour	
Local Club Lane/ 1/2 Tot Pool	15.00	Per hour	
Local School Lane/ 1/2 Tot Pool	15.00	Per hour	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Arenas- Ice Rental Rates: Effective September 1, 2023</b>			T
Youth/Senior Local Non-Prime ( <b>Bylaw 10-23</b> )	111.70	Per hour	
Youth/Senior Local Prime ( <b>Bylaw 10-23</b> )	170.85	Per hour	
Youth/Senior Non Local Prime ( <b>Bylaw 10-23</b> )	251.90	Per hour	
Youth/Senior Non Local Non-Prime ( <b>Bylaw 10-23</b> )	170.85	Per hour	
Sports Camps/Schools	220.15	Per hour	
Sports Camps/Schools Non-Prime (May, June and July)	170.85	Per hour	
Adult Local Prime	251.90	Per hour	
Adult Local Non-Prime	158.00	Per hour	
Adult Non Local Prime	321.85	Per hour	
Adult Non Local Non-Prime	251.90	Per hour	
Junior Hockey Prime	251.90	Per hour	
Junior Hockey Non-Prime	123.35	Per hour	
School Prime	170.85	Per hour	
School Non-Prime - 1 class	55.95	Per hour	
School Special Events Non-Prime(more than 1 class)	111.70	Per hour	
Last Minute Ice Rental (within 7 calendar days of booking)	111.70	Per hour	
Leisure Ice	131.50	Per hour	
<b>Arenas - Shoulder Season May 1 - Aug 31 (not including playoff games)</b>			
Effective September 1, 2023			
Junior Hockey Prime	170.85	Per hour	
Junior Hockey Non-Prime	111.70	Per hour	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Arenas-Dry Pad Rental Rates: Effective September 1, 2023</b>			
Day rates are equivalent to a maximum 11.22 hours			
Youth/Senior Local ( <b>Bylaw 10-23</b> )	64.85	Per hour	
Youth/Senior Non-Local ( <b>Bylaw 10-23</b> )	91.10	Per hour	
Adult Local	88.05	Per hour	
Adult Non-Local	106.45	Per hour	
Murray/Okotoks Centennial Gold - For Profit/special events ( <b>Bylaw 10-23</b> )	135.10	Per hour	
Murray/Okotoks Centennial Gold ( <b>Bylaw 10-23</b> )	1515.35	Per day	
Piper/Leisure - For Profit/special events	117.05	Per hour	
Piper/Leisure	1313.10	Per day	
Curling Rink - For Profit/special events	135.25	Per hour	
Curling Rink - For Profit/special events	1520.00	Per day	
Okotoks Centennial Green - For Profit/special events ( <b>Bylaw 10-23</b> )	181.00	Per hour	
Okotoks Centennial Green ( <b>Bylaw 10-23</b> )	2030.00	Per day	
School/Last minute rental within 7 calendar days of booking	32.50	Per hour	
Netting Retraction	506.75	Per occurrence	
Ice Decking Install & Removal (floor bookings less than 3 days)	2170.25	Per event	
Glass removal & re-install (including lexan & stanchions)	7475.00	Per event	
Prime times include :	Monday - Friday 4:00 p.m. - 11:59 p.m.		
	Saturday, Sunday and Statutory Holidays All day		
Non-prime times include:	Weekdays prior to 4:00 p.m.		
<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>School Use and School Special Event</b> - shall apply to those School Divisions that are party to the Town of Okotoks Joint Use Agreement.			



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Miscellaneous Facility Rental Rates:</b>			T
Dressing Room	27.50	Per hour	
Dressing Room	55.25	Per day with field rental	
Office Space	225.00	Per month	
<b>Meeting Rooms/Multi-purpose Spaces Rental Rates*(Last minute rentals are within 7 calendar days of booking):</b>			
Small Local/Nonprofit/Last minute	17.50	Per Hour	
Small Local Social	29.00	Per Hour	
Small Non-local/Commercial/For-profit	44.00	Per Hour	
Medium Local/Nonprofit/Last minute	23.25	Per Hour	
Medium Local Social	36.25	Per Hour	
Medium Non-local/Commercial/For-profit	51.00	Per Hour	
Large Local/Nonprofit/Last minute	35.00	Per Hour	
Large Local Social	54.50	Per Hour	
Large Non-local/Commercial/For-profit	77.00	Per Hour	



## Meeting Rooms/Multi-purpose Spaces Classification:

### Small Spaces:

- Foothills Centennial Centre (FCC) Rotunda Room **(Bylaw 10-23)**
- Lobby Space
- Okotoks Recreation Centre (ORC) Board Room **(Bylaw 10-23)**
- ORC Lecture Room
- ORC Team Room
- ORC Volunteer Room

### Medium Spaces:

- 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 **(Bylaw 10-23)**
- OCA Olympic Room A **(Bylaw 10-23)**
- OCA Olympic Room B **(Bylaw 10-23)**
- OCA Provincial Room **(Bylaw 10-23)**
- Rotary Performing Arts Centre (RPAC) Community Room \*\*\*
- Southside Community Programs Centre\*\*

### Large Spaces:

- Olympic Room - Full
- RPAC Full Facility\*\*\* **(Bylaw 10-23)**

## Meeting Rooms /Multi-purpose Spaces Classification:

**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.

\*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.



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b>Gymnasium Rental Rates</b>			T
Youth/Senior Local Non Profit Weekday/ Last minute gym rental (within 7 calendar days of booking)	30.00	Per hour	
Youth/Senior Local Non Profit Weekday (Half Gym) <b>(Bylaw 10-23)</b>	21.00	Per hour	
Youth/Senior Local Non Profit Weekend/Holiday <b>(Bylaw 10-23)</b>	63.85	Per hour	
Youth/Senior Local Non Profit Weekend/Holiday (Half Gym) <b>(Bylaw 10-23)</b>	44.70	Per hour	
Adult Local Non Profit Weekday	42.90	Per hour	
Adult Local Non Profit Weekday (Half Gym)	31.50	Per hour	
Adult Local Non Profit Weekend/Holiday	71.60	Per hour	
Adult Local Non Profit Weekend/Holiday (Half Gym)	52.15	Per hour	
School Use Full Gym	15.00	Per hour	
School Use Half Gym	10.50	Per hour	
Sports Camp/For Profit/Non Local	116.60	Per hour	
Sports Camp/For Profit/Non Local	1308.20	Per day	
<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	2023 FEE	UNIT OF MEASURE	GST
<b>Culture and Heritage Rental Rates:</b>			
<b>Rotary Performing Arts Centre (RPAC) - Day rate is 8 hours:</b>			
<b>Theatre (Concert/Play/Event): 3 hour minimum *(time and half after 8 hours)</b>			
Not for Profit Dark Day	105.00	Per Day*	T
Not for Profit Rehearsal/Tech (Includes A/V Tech)	320.00	Per Day*	
Not for Profit Performance	490.00	Per Day*	
For Profit/Social Dark Day	128.00	Per Day*	
For Profit/Social Rehearsal/Tech (Includes A/V Tech)	448.00	Per Day*	
For Profit/Social Performance	652.00	Per Day*	
<b>Additional Fees:</b>			
User Group Locker Storage (Limited Availability)	23.00	Per month	
RPAC A/V Technician (min 3 hours; time and a half after 8 hours)	44.00	Per Tech, Per Hour	
<b>Museum &amp; Archive Photos:</b>			
Digital Image-Historical	11.00	Per Image	
 <b>Foothills Centennial Centre Rental Rates and Fees:</b>			
Non-Prime : Monday-Thursday			
Prime time: Fridays, Saturdays, Sundays, & Holidays and any event with alcohol.			
Facility attendant fee will apply to bookings ending past 1:00 am.			
Keith Hall Non-Prime	710.00	Per day	
Keith Hall Prime	1418.00	Per day	
Mesken Room Non-Prime	290.00	Per day	
Mesken Room Prime	580.00	Per day	
Mesken West Room Non-Prime	136.00	Per day	
Mesken West Room Prime	271.00	Per day	
Mesken East Room Non-Prime	165.00	Per day	
Mesken East Room Prime	308.00	Per day	





SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
Smith Room (w/stage) Non-Prime	356.00	Per day	
Smith Room (w/stage) Prime	711.00	Per day	
Woods Room Non-Prime	290.00	Per day	
Woods Room Prime	580.00	Per day	
Commercial Kitchen Non-Prime (minimum 2 hours)	27.00	Per hour	
Commercial Kitchen Prime (minimum 2 hours)	43.00	Per hour	
Commercial Kitchen Non-Prime	213.00	Per day	
Commercial Kitchen Prime	340.00	Per day	
Facility Cleaning Fee - events up to 250 people	250.00	Per event	
Facility Cleaning Fee -events with more than 250 people	1.00	Per event guest	
Guest Amenity Fee-events up to 250 people	250.00	Per event	
Guest Amenity Fee-events with more than 250 people	1.00	Per event guest	
Corkage	4.00	Per person	
Bartenders (minimum 3 hours per person)	25.00	Per person per hour	
<b>Additional Facility Fees: may apply to any facility</b>			
Facility Attendant (staffing resource may include but is not limited to extra lifeguard/additional clean-up/Event set-up/takedown as required min 3 hours after hours; time and a half after 8 hours)	33.25	Per Attendant Per Hour	
Facility rental for Event Set-up/Takedown	67.00	Per hour	





SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b><u>Okotoks Fire &amp; Rescue: (Bylaw 28-23)</u></b>			E
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.			
Equipment and Staff used during response include:			
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	
Supplies used during response include:			
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.			
Meeting Room Rental - External Agencies	50.00	Per hour	T
Request for information ie. Incident reports, environmental assessment searches, safety searches, etc.	75.00	Each	T
Detail Investigation Narrative Report	300.00	Each	T
Occupancy Inspection (required for new business license)	100.00	Each	T



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
Occupancy Inspection and Occupancy Load Permit - completed on same visit	200.00	Each	T
Re-Inspection Fee - second visit with unresolved deficiencies	100.00	Each	T
Re-Inspection Fee - for third and subsequent visits with unresolved deficiencies	150.00	Each	T
Requested Inspection - ie OCC LOAD PERMIT	150.00	Each	T
Fireworks Permit	100.00	Each	T
False Alarm Fee - First response no charge, second \$500, 3 <sup>rd</sup> \$1000, 4 or more \$1500 per alarm	500.00/1000.00/1500.00	Each	T
<b><u>Municipal Enforcement:</u></b>			E
Special Inspection of Controlled Substance Property (per inspection)	525.00	Each	
<b>Deleted (Bylaw 28-23)</b>	<b>Deleted (Bylaw 28-23)</b>	<b>Deleted (Bylaw 28-23)</b>	
Urban Hen License	50.00	Per Coop / Household	
Zone Parking Permit	10.00	Each	
Temporary Parking Permit	20.00	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	
Animal Impound Fee	30.00	Per occurrence	
Daily Care and Sustenance Fee	30.00	Per day	



SERVICE DESCRIPTION	2023 FEE	UNIT OF MEASURE	GST
<b><u>Policing:</u></b>			
<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	