

BYLAW No. 1340/21

A BYLAW OF LACOMBE COUNTY, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE ESTABLISHMENT OF FEES FOR VARIOUS SERVICES, SUPPLIES, INFORMATION, APPLICATIONS AND APPEALS PROVIDED TO THE PUBLIC

WHEREAS, Pursuant to Section 7 of the Municipal Government Act, RSA 2000, c. M-26, as amended from time to time, Council has the authority to pass bylaws related to the delivery of services provided by or on behalf of the municipality.

WHEREAS, Lacombe County provides a variety of services and supplies to the public for a fee; and

WHEREAS, Lacombe County has established fees for the conduct of appeals and hearings; and

WHEREAS, Pursuant to the provisions of the Freedom of Information and Protection of Privacy Act, RSA 2000, c. F-25, Lacombe County must make certain information available to the public;

NOW THEREFORE, the Council of Lacombe County, duly assembled, enacts as follows:

1. Short Title and Purpose

- 1.1. This bylaw may be cited as the "Rates and Fees Bylaw".
- 1.2. This bylaw establishes fees and rates for services and supplies offered by Lacombe County, and which are not already covered under another bylaw of Lacombe County.

2. Rates

- 2.1. Schedules 1, 2, 3, 4, 5, & 6 attached hereto and forming part of this bylaw, outline the fees and rates established for each service area of the County.
- 2.2. Fees and charges for items not included in this bylaw or any other County bylaw may be established by the County Manager, or designate, as required from time to time.

3. Other Terms and Conditions

- 3.1. All goods and services provided by the County are payable at time of delivery.
- 3.2. All fees are exclusive of any Goods and Services Tax ("GST"), and the County will charge GST on goods and services in accordance with the provisions of the Excise Tax Act.
- 3.3. Fees and rates charged by the County shall be paid for using the following methods: cash, cheque, Interac®, bank draft, money order, or electronic funds payment.
- 3.4. The County may also offer other forms of payment through a 3rd party payment processor.
- 3.5. Subject, to guidelines adopted by policy, the County may also provide credit to customers of County services and supplies.
- 3.6. Two percent (2%) per month (26.82% annual effective rate) shall be charged on accounts receivable balances not paid with the net 30-day terms of payment with the exception of:
 - a. Amounts owed by federal provincial and municipal governments and agencies customers.
 - b. Amounts subject to a payment plan as approved by the County Manager.

3.7. At the discretion of the County Manager, or designate, late payments penalties may be waived, cancelled, or adjusted.

4. Lacombe County Bylaw #1322/20 is hereby repealed.

5. This Bylaw shall come into full force and effect on the date of passing.

INTRODUCED AND GIVEN FIRST READING this day of , 2021

GIVEN SECOND READING this day of , 2021

GIVEN THIRD AND FINAL READING this day of , 2021

Reeve

County Manager

**Schedule 1
Corporate Services**

1. General Fees and Charges
 - a. Photocopying

Single Sided	\$0.25 per page
Double Sided	\$0.40 per page
 - b. Fax Transmission

Local	\$0.50 per page
Long Distance	\$1.00 per page
 - c. Staff Time to Produce Information Not Provided for Elsewhere in This Policy
\$7.50 per ¼ hour
 - d. FOIP Requests
As per Lacombe County Freedom of Information and Protection of Privacy Bylaw, as amended from time to time.
 - e. Copies of Council, Council Committee, MPC & SDAB Meeting Minutes

County Ratepayers - No charge for 1st copy of minutes of each meeting. Additional copies provided at cost of photocopying noted above.

Non-County Ratepayers - Provided at cost of photocopying noted above.
 - f. Electronically Generated Records

CD Rom \$3 per CD, and staff time to produce record

2. Aerial Photography/Mapping

<u>Regular</u>	
County Map	\$15
County Map (mailed)	\$15 plus mailing costs
County Atlas Booklet	\$23
County Atlas Booklet (mailed)	\$23 plus mailing costs
County Map Foldup	\$15
County Map Foldup (mailed)	\$15 plus mailing costs
<u>Laminated</u>	
County Map	\$17
County Map (mailed)	\$17 plus mailing costs
<u>Quarter Section Maps</u>	
8.5" x 11" Hard Copy	\$5
8.5" x 11" Digital Copy	\$10
<u>Air Photo</u>	\$100 per township
<u>Custom Mapping</u>	\$65 per hour (minimum 1-hour charge)

3. Tax Certificates \$25

4. Dishonored Payment \$25

5. Cemetery Plots – Mirror and District Cemetery (Bylaw 1008/05)

Single Plot Lacombe County resident	\$200
Single Plot Non-resident	\$400
Cremation Plot – Lacombe County resident	\$100
Cremation Plot – Non-resident	\$200

Field of Honour – Veteran	\$100
Field of Honour – Veteran’s spouse	\$200
Perpetual Care – Single Plot	\$100
Perpetual Care – Cremation Plot	\$60
Opening/Closing – Cremains	\$200

6. Dog Licensing Fees

Obtained prior to February 28 th	Altered \$15.00	Unaltered \$25.00
Obtained after February 28 th	Altered \$30.00	Unaltered \$50.00

**Schedule 2
Agricultural Services**

1. <u>Rental Equipment AG(3) and AG(9)</u>	<u>Charge</u>	<u>Deposit</u>
Slide-in Sprayer (150 or 200 gallon)	\$50 per day	\$200
Pull Type Pasture Sprayer	\$50 per day	\$200
Skunk Trap	N/C	\$75
2. <u>Tree Shelterbelt Program AG(1)</u>		
Tree planter (crew of two)	\$30 per hour	
Road construction projects	N/C	
3. <u>Weed Notice Work AG(8)</u>		
The rates below shall be charged for the period commencing from when the equipment leaves the County shop until it returns.		
Backpack sprayer and operator	\$ 50 per hour, plus mileage	
Kubota and operator	\$110 per hour, plus mileage	
4. <u>Kubota and Operator Spraying Services</u>		
County Residents	\$10 per acre	
Non-County Residents	\$110 per hour, plus mileage	
Private Gravel Pits	\$60 per hours, plus mileage	
5. <u>County Provided Pesticides for Weed Notice Work and Spraying Services</u>	Lacombe County Cost	

**Schedule 3
Assessment**

1. For Owner or Purchaser

Summary printout of property assessment record No charge

Detailed printout of property assessment record No charge

2. Inspection of Assessment Roll

During regular business hours inspection of the current assessment roll pursuant to Section 307 will be at no charge for the first one half hour. The person may transcribe what information is available provided it does not interfere with the right of other persons to view the roll.

First one-half hour No charge

Additional time \$15 per half hour

3. Professional Inquiries (Lawyers, Realtors, Appraisers, etc.)

Telephone inquiries for property assessment and tax levy information \$10 per parcel

Copy of Ratepayer Summary and Farmland Details - Non-owner's request with authorization \$10 per parcel

Copy of detailed printout of Property Assessment Record - Non-owner's request with authorization \$20 per parcel

Assessment sales printout \$10 per page

Staff time to produce reports in excess of 15 minutes \$15 per half hour

4. Assessment Complaints

Fees for filing assessment complaints to the Assessment Review Board are:

Residential – 3 or fewer dwellings and farmland \$50 per parcel

Residential – 4 or more dwellings \$650 per parcel

Non-residential \$650 per parcel

If the Assessment Review Board makes a decision in favour of the complainant, the fees are refunded.

5. Tax Recovery

Registration of tax notification \$50 per parcel Plus land title costs for notification of owner

6. MGA Section 299 and 300 Requests for information:

Submitted with appropriate form
Residential 3 or fewer dwellings and farmland \$25 per parcel

Residential 4 or more dwellings \$75 per parcel

Non-residential \$75 per parcel

**Schedule 4
Planning and Development**

1. Development Permit Application (Bylaw 1237/17)

- a. All Development Permit Applications except those listed in 1(b)
\$200
- b. All Development Permit Applications made for all uses in the commercial and industrial districts, and for the following uses in all districts: sand and gravel extraction and processing; communication towers, minor business and trade; community facility; special events; campground – major; alternative energy – microgeneration; cannabis production facility; and cannabis retail

\$500

2. Subdivision Application (Bylaw 829/95)

For a single parcel (where rezoning is not required), such as a “first parcel out” subdivision or a “fragmented parcel”, or a boundary adjustment:

Application Fee	\$500
Approval Fee	\$250

Lake Area Subdivisions

Level 1 (1 lot) \$1,000
Level 2 (2-10 lots) \$5,000
Level 3 (11-25 lots) \$10,000
Level 4 (26-50 lots) \$12,000
Level 5 (51-100 lots) \$14,000
Level 6 (101-150 lots) \$16,000
Level 7 (151-200 lots) \$18,000
Level 8 (201 lots+) \$20,000

All Other Areas

Level 1 (1 lot) \$1,000
Level 2 (2-10 lots) \$4,000
Level 3 (11-25 lots) \$8,000
Level 4 (26-100 lots) \$10,000
Level 5 (101-200 lots) \$12,000
Level 6 (201 lots+) \$15,000

Approval Fee	\$1,000
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3. Re-designation (Bylaw 1237/17)

A flat advertising fee of \$1,500 is applicable to all re-designation and other Land Use Bylaw changes.

Where the request is for a zoning change to allow for the subdivision of land for multi-lot development for residential and other uses:

Lake Area Re-Designations

Level 1 (1 lot) \$1,000
Level 2 (2-10 lots) \$5,000
Level 3 (11-50 lots) \$10,000
Level 4 (51-250 lots) \$15,000
Level 5 (251 lots+) \$25,000

All Other Areas

Level 1 (1 lot) \$1,000
Level 2 (2-10 lots) \$5,000
Level 3 (11-50 lots) \$7,500
Level 4 (51-250 lots) \$10,000
Level 5 (251 lots+) \$15,000

If no subdivision is involved the re-designation application fee is:	\$1,000
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4. Sign Applications

\$50

5. Compliance Reports

\$100

6. Pre-circulation of Development Permit and Re-designation Applications

\$50

7. Plans and Bylaws (Paper Copies)

Municipal Development Plan	\$10
Land Use Bylaw	\$50
Buffalo Lake Intermunicipal Development Plan	\$10
Lacombe Intermunicipal Development Plan	\$10
Town of Blackfalds/Lacombe County Intermunicipal Development Plan	\$10
Milton/Morningside Area Structure Plan	\$10
Lacombe/Blackfalds Fringe Area Structure Plan	\$10
Mirror Area Structure Plan	\$10
South of Highway 11 Area Multi-lot Country Residential Outline Plan	\$10
Burbank Local Plan	\$10
Gull Lake Intermunicipal Development Plan	\$10
Sylvan Lake Management Plan: 2000 Update	\$10
Sylvan Lake Public Access Study	\$10
Sylvan Lake Water Quality Assessment Study and Watershed Management Considerations	\$10
Highway 2A Urban Corridor Area Structure Plan	\$10
Town of Bentley/Lacombe County Intermunicipal Development Plan	\$10
Village of Clive/Lacombe County Intermunicipal Development Plan	\$10
Town of Eckville/Lacombe County Intermunicipal Development Plan	\$10

8. Initiation of Development Without Development Permit Approval or Failure to Meet Condition(s) of Development Approval

All Districts Except for Commercial, Industrial, Recreational and Agricultural (as noted below)

Permitted Use	\$ 500
Discretionary Use	\$1,000

Commercial, Industrial or Recreational District

Permitted Use	\$2,000
Discretionary Use	\$3,000

Agricultural District

Minor Business or Trade or Contractor Business	\$3,000
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9. Historical Land Use Search \$100

10. Subdivision & Development Appeal Board Appeal Fees

Stop Order Appeal	\$500
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**Schedule 5
Operations**

1. Road and Infrastructure Standards Manual \$150

2. Dust Treatment on Roads OP(6)
 - Calcium Chloride – (1/3rd cost recovery) \$3.20 per lineal metre*
**subject to change - pending yearly tenders and equipment costs*

3. Sale of Non-Statutory Road Allowance OP(14)
 - Subject to Council approval 30% of County per acre rate

4. Sale of Materials OP(17)
 - Used Culverts 50% of purchase price
 - Used Grader Blades 4' - \$3.00 each
8' - \$6.00 each

5. Sale of Bridge Materials OP(20)
 - Current market price plus 12% administration fee and 10% capital recovery surcharge

6. Urban Municipal Road Maintenance OP(24)
 - Subject to Council approval Cost plus 15%

7. Utility and Approach Inspection OP(27)
 - Approach approvals (industry) \$150
 - Utility crossings \$150
 - Seismic approvals \$150
 - Road use inspections \$150

8. Rentals
 - Wire Winder \$50 per day

9. Sale of Signs
 - Sign – 75 cm x 75 cm (includes post and installation) \$195 each

10. Rural Address Signs
 - (Sign Specifications as per Bylaw No. 1112-10)
 - Sign \$30 each
 - Post \$15 each
 - Installation (sign and post) \$88 each

11. Domestic Septic Waste in the Mirror Lagoon
 - Charges for this service will be based on the capacity dumped.
 - Per Load (Single Axle) \$35

Per Load (Tandem Axle) \$65

12. Clean Up Program

“A” Rate (Paved Roads) - \$75/km of roadway right of way cleaned. This rate shall apply to all paved roadways within Lacombe County.

“B” Rate (Gravel Roads) - \$50/km of roadway right of way cleaned.

**Schedule 6
Fire Services**

1. Emergency Response Fees

Service	Fee
Fire Suppression Response	<u>Total response time less than 1 hour: \$0</u> <u>Total response time greater than 1 hour:</u> Fire Engine First Hour - \$500 Additional Hours - \$250/ half hour or part thereof Additional Units First hour - \$350 Additional hours - \$175 / unit / half hour or part thereof
Motor Vehicle Collision Response	Alberta Transportation Rates at a minimum of one hour
Any response	Cost of material used and third-party costs
Response to motor vehicle collision or fire on	Alberta Transportation Rates
Response to a fire monitoring system nuisance alarm <i>Defined as any alarm system malfunction, including faulty equipment and misuse of alarm.</i>	No charge first response \$100 for second response \$200 for third response \$300 for subsequent responses

2. Inspections, Permits and Services

Service	Fee
Inspections Inspection Re-Inspection Provincial License Inspection Occupancy Load Certificate Construction Site Inspection and Plan Review Fire Code Plan Review Mileage	\$ 150.00 / hour \$ 175.00 / hour \$ 150.00 / hour \$ 50.00 each \$ 150.00 / hour \$ 150.00 / hour \$ 0.75 / km
Special Events Trade Show Floor Plan Review and Inspection Temporary Tent Plan Review and Inspection Food Outlet Inspection Special Events Permit	\$150 / hour \$150 / hour \$150 / hour \$50 each
Investigation Services Investigator Mileage 3D Imagery Aerial Imagery Lab Analysis (USD) Lab Report (USD) Any additional courier fees. Accelerant Detection Canine Canine Team - Mileage Expert Testimony Forensic Imagery and Evidence Services - <i>Forensic services only (working under the primary investigator), which includes scene documentation, evidence, collection, evidence logs and imagery</i>	\$ 175.00 / hour \$ 0.75 km \$ 250.00 investigation \$ 250.00 investigation \$ 175.00 per sample \$ 65.00 per report at cost \$ 150.00 / hour \$ 0.75 km \$ 175.00 / hour \$ 175.00 / hour

Outside Request for Investigation Information	
File Search (FOIP)	\$ 125.00 request
Copy of Investigation Report	\$ 250.00 report
Photographs	\$ 50.00 per 20 images
Photographic Log	\$ 75.00 / hour
Aerial 3D Imagery	\$ 50.00 process
Ground Based 3D Imagery	\$ 50.00 process