



BYLAW 326-2018
MASTER RATES BYLAW

PURPOSE: A Bylaw of Saddle Hills County, in the Province of Alberta, authorizing Council to establish rates charged for various municipal services.

WHEREAS Division 1, Section 7 and 8 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, and amendments thereof authorizes the Council to pass, repeal or amend any Bylaw;

NOW THEREFORE, the Council for Saddle Hills County, duly assembled, enact as follows:

1. The Master Rates Bylaw No. 326-2018 with "Schedule A" attached is established as the Master Rates Bylaw for municipal goods and services provided by Saddle Hills County.
2. The Master Rates Bylaw No. 321-2018 is repealed upon Bylaw 326-2018 coming into effect.

FIRST READING 8 DAY OF MAY, 2018

SECOND READING 8 DAY OF MAY, 2018

THIRD READING 22 DAY OF MAY, 2018

REEVE: Alvin Hubert _____ original signed _____

CHIEF ADMINISTRATIVE OFFICER: Joulia Whittleton _____ original signed _____



'SCHEDULE A'
MASTER RATES BYLAW

DESCRIPTION		Rates (\$)	GST Status	Information, Unit of Measure, Frequency
A. FINANCIAL SERVICES				
i)	Tax Certificates	25.00	E	Per Parcel
ii)	Tax Notification	50.00	E	Per Parcel
iii)	N.S.F Cheques and Returned Cheques	25.00	E	Per Cheque
B. ASSESSMENT				
i)	Assessment Records	10.00	E	Per Account
ii)	Assessment Printed Information	1.00	E	Per Page
iii)	Assessment Research and Compiling	50.00	E	Per Hour
iv)	Handling Charges (mail/fax)	Cost + 25%	T	
v)	Assessment Complaint Fees (residential/farmland/parcel)	50.00	E	Per Tax Roll
vi)	Assessment Complaint Fees (non-residential/non-farmland/parcel)	650.00	E	Per Tax Roll
C. ADMINISTRATION				
1. Public Information				
i)	Council/Board/Commission Minutes	1.00	E	Per Page up to 10 pages
		0.25	E	Per Page over 10 pages
ii)	Administration Research and Compiling	25.00	E	Per Hour
iii)	Handling Charges (mail/fax)	Cost + 25%	T	
2. Child Care Subsidy				
i)	Resident and Employee Child Care Subsidy	2.50	E	Per child/per hour up to a monthly maximum of \$420.00 per child
3. Maps				
i)	Ownership Map (large) (rolled/folded)	25.00	T	Per Map
ii)	Ownership Map Books	35.00	T	Per Map
4. Maps, Shipping and Handling <i>(Provision for Postal Rate Increases)</i>				
i)	Folded Map	5.00	T	\$2.00 for each additional map
ii)	Map Book	15.00	T	Per Map
iii)	Rolled Map	26.00	T	Up to 3 maps, \$2.50 for each additional map
iv)	Handling Fee for Collect Orders	1.00	T	Per Map
5. GIS Maps				
i)	Oil/Gas Well Map 42" x 42" (printed version only)	85.00	T	Information includes base GIS map, oilfield roads and wells
ii)	Custom GIS Maps (printed versions only)	160.00	T	Plus additional fee of \$30.00 per layer (quote to be provided prior to printing. Pricing may vary based on the complexity of the project, as approved by the CAO)
6. Aerial Photos on Heavy Coated Paper				
i)	8 ½" x 11"	10.00	T	Per Photo
ii)	8 ½" x 14"	15.00	T	Per Photo
iii)	11" x 17"	20.00	T	Per Photo
iv)	Additional Data (per i, ii, iii)	10.00	T	Per Layer of Data
v)	Map size (42" x 42")	100.00	T	Per Photo
vi)	Additional Data (per v)	30.00	T	Per Layer of Data

7. Digital Data – Aerial Photography (flown at 1:40,000 scale)		<i>Upon completion of the Digital Data Agreement at the discretion Saddle Hills County</i>		
i)	Quarter Section	15.00	T	PDF Format
ii)	Half Section	20.00	T	PDF Format
iii)	Full Section	25.00	T	PDF Format
iv)	Part Township	75.00	T	PDF Format
v)	Township	125.00	T	PDF Format
vi)	Township	400.00	T	MrSID Format
vii)	CD of digital data	10.00	T	In addition to the rates stated above.
viii)	Shipping and Handling	Cost + 25%	T	
The digital data ordered may be delivered by e-mail to the original Digital Data Agreement Holder if the file size is small enough. File sizes too large for e-mail will be stored onto CD.				
8. Digital Data – Aerial Photography of Woking (flown at 1:10,000 scale)		<i>Upon completion of the Digital Data Agreement at the discretion Saddle Hills County</i>		
i)	Partial Hamlet	75.00	T	PDF Format
ii)	Entire Hamlet	125.00	T	PDF Format
iii)	Entire Hamlet	400.00	T	MrSID Format
iv)	CD of digital data	10.00	T	In addition to the rates stated above.
v)	Shipping and Handling	Cost + 25%	T	
The digital data ordered may be delivered by e-mail to the original Digital Data Agreement Holder if the file size is small enough. File sizes too large for e-mail will be stored onto CD.				
9. County Flags				
i)	County Flags	Cost	T	
10. Municipal Reserves				
i)	Sale of Municipal owned property	Purchase Price		As established by Council
D. AGRICULTURAL SERVICE BOARD				
1. Enforcement of Weed Notice				
i)	Vehicle to and from each site	150.00	T	Flat rate County wide
ii)	Weed Control Enforcement Under Notice to Remedy Weed Problem	150.00	T	Administration on weed enforcement is an additional 10% on the final bill total (not including GST), plus GST on final bill.
iii)	Labourer – hand picking weeds	150.00	T	Plus \$30.00 per person per hour or part of thereof from departure and return to main shop. (Vehicle to and from site \$150.00 flat County wide)
iv)	Labourer with gas powered trimmer	150.00	T	Plus \$45.00 per person per hour or part of thereof from departure and return to main shop. (Vehicle to and from site \$150.00 flat County wide)
v)	Labourer with backpack sprayer	150.00	T	Plus \$45.00 per person per hour or part of thereof from departure and return to main shop.
vi)	ATV sprayer with operator	150.00	T	Plus \$100.00 per person per hour or part of thereof from departure and return to main shop.
vii)	5500 series Spray Truck with operator	150.00	T	Plus \$120.00 per person per hour or part of thereof from departure and return to main shop.
viii)	Agricultural Coordinator or designated supervision of enforcement	150.00	T	Plus \$75.00 per person per hour or part of thereof from departure and return to main shop.
ix)	Hiring custom applicator	Cost + 10%	T	
x)	Herbicides	Cost + 10%	T	
xi)	Rental of specialized equipment	Cost + 10%	T	
<i>Where other County equipment is required for weed control enforcement, the provincial equipment rate will be used.</i>				

2. ASB Rental Equipment				
i)	Commercial BBQ	No Charge		Damage deposit of \$300.00 (Cleaning charge of \$100.00 if not brought back clean. Propane tank filling charge of \$50.00 if tanks are not refilled.) GST applicable on charges.
ii)	10 Yard Scraper	100.00	T	Per day, maximum of three days. (Plus \$500.00 damage deposit)
iii)	Grasshopper Bran Bait Spreader	30.00	T	Per day, (plus \$200.00 damage deposit)
iv)	Forage Sampling Probe	25.00	T	Per day, first two days free, maximum of 5 days (plus \$100.00 damage deposit)
v)	Grain Bag Roller	30.00	T	Per day, (plus \$250.00 damage deposit)
vi)	Laser Level & Rod	25.00	T	Per day, (plus \$250.00 damage deposit)
vii)	Back Pack Sprayer (first 3 days free)	10.00	T	Per additional day exceeding 3 days, damage deposit of \$50.00
viii)	Quad Mounted Sprayer (first 3 days free)	20.00	T	Per additional day exceeding 3 days, damage deposit of \$100.00
ix)	Skid Mounted Sprayer (first 3 days free)	40.00	T	Per additional day exceeding 3 days, damage deposit of \$150.00
E. PLANNING AND DEVELOPMENT				
1. Development Permit				
i)	Application Fee	50.00	E	For the first \$50,000.00 of construction value
ii)	Application Fee	20.00	E	For each \$50,000.00 or portion thereafter
2. Amendment to Land Use Bylaw / Statutory Plan				
i)	Application Fee	500.00	E	Per application
ii)	Title Search	15.00	E	Per Title Search
3. Subdivision				
i)	Application fee (paid at time of application)	200.00	E	Per application, plus fee per lot
ii)	Fee per lot created including balance of quarter	100.00	E	
iii)	Title search	15.00	E	Per Title Search
iv)	Extension fee (per s.657 of MGA)	300.00	E	Per request
4. Subdivision Endorsement Fees				
i)	Per lot created including balance of quarter	100.00	E	Per lot
5. Appeal Fees				
i)	Development Permit/Stop Order/Subdivision	100.00	E	
ii)	Appeal Postponement Fee, this fee is applicable if applicant or appellant requests a postponement of the hearing after notice of the hearing has been made and the SDAB approves the postponement request.)	250.00	E	
6. Sale of Plans				
i)	Municipal Development Plan	15.00	E	Per document
ii)	Land Use Bylaw	20.00	E	Per document
iii)	Area Structure Plan	15.00	E	Per document
iv)	Shipping and Handling	9.00	T	Up to 2 manuals, including provisions for increase in postal rates

v)	Shipping and Handling	12.00	T	3 to 4 manuals, including provisions for increase in postal rates
7. Compliance Certificate				
i)	Compliance certificate	100.00	E	
8. Rural Address Signs <i>Refer to Rural Address Bylaw 214-2013</i>				
i)	Regular Rural Address Sign	No Charge		
ii)	Lot Sign			
iii)	Subdivision Sign			
iv)	Installation of Rural Address Sign			
v)	Installation of Lot Sign			
vi)	Installation of Subdivision Sign			
F. COMMUNICATION TOWER BASE RATES FOR ENTERPRISE				
<i>The monthly lease rate is calculated by adding the Antenna Monthly Rate to the Tower Height Monthly Rate plus any additional Monthly Rates for additional rack space, power requirements or backhaul. The CAO has the authority to negotiate the Antenna Monthly Rate within the ranges specified. These rates are not intended for Wireless Internet Service Providers.</i>				
1. Antenna Monthly Rates <i>Includes 4 units of rack space, 15AMP Power (DC), and 5Mbps backhaul</i>				
i)	Antenna Size: 2 ft	\$150 - \$250	T	Per Month
ii)	Antenna Size: 3 ft	\$250 - \$350	T	Per Month
iii)	Antenna Size: 4 ft	\$400 - \$550	T	Per Month
iv)	Antenna Size: 6 ft +	Negotiated	T	Per Month
2. Tower Height Monthly Rate				
i)	Height: 20 – 39 m	20.00	T	Per Month
ii)	Height: 40 – 59 m	40.00	T	Per Month
iii)	Height: 60 – 79 m	60.00	T	Per Month
iv)	Height: 80 – 89 m	80.00	T	Per Month
v)	Height: 90 – 99 m	100.00	T	Per Month
vi)	Height: > 100 m	120.00	T	Per Month
3. Additional Monthly Rates and Other Fees				
i)	Rack Space	15.00	T	Per unit, per month
ii)	Power (DC)	50.00	T	30 AMP, per month
iii)	Backhaul (10Mbps)	35.00	T	10 Mbps (upon availability), per month
iv)	Wireless Backhaul Setup Fee	250.00	T	Per tower
v)	Tower Structural Analysis (as required)	1,700.00	T	Per tower
vi)	AC and DC Power Upgrades (as required)	TBD	T	At cost
G. COMMUNICATIONS TOWER BASE RATES FOR WIRELESS INTERNET SERVICE PROVIDERS (WISPs)				
<i>The monthly lease rate is calculated by adding the Tower Monthly Rate to the Additional Monthly Rates for additional rack space, power requirements or backhaul. The CAO has the authority to negotiate the Monthly Rates and Other Fees as required. These rates are not intended for non-WISP tenants; refer to Communication Tower Base Rates for Enterprise.</i>				
1. Tower ID and Tower Name <i>Tower Monthly Rate includes 4 units of rack space, 2 meters of space on the tower, up to 15Amp power (DC) and 50 Mbps backhaul</i>				
i)	SH1 Sneddon Creek Tower	50.00	T	Per Month
ii)	SH2 Fourth Creek Tower	50.00	T	Per Month
iii)	SH3 Iverson Lake Tower	250.00	T	Per Month
iv)	SH4 Burnt River Tower	250.00	T	Per Month
v)	SH5 Sergeant Creek Tower	50.00	T	Per Month
vi)	SH6 Swan Lake Tower	50.00	T	Per Month
vii)	SH7 Ksituan Tower	50.00	T	Per Month
viii)	SH8 Moonshine Lake Tower	50.00	T	Per Month
ix)	SH9 Henderson Tower	150.00	T	Per Month

2.	Additional Monthly Rates and Other Fees			
i)	Rack Space	15.00	T	Per Unit, Per Month
ii)	Power Requirements	TBD	T	Based on specific requirements, per month
iii)	Backhaul	35.00	T	Per 10Mbps (upon availability), per month
iv)	Tower Structural Analysis	1,700.00	T	Per Tower
v)	Wireless Backhaul Setup Fee	250.00	T	Per Tower
vi)	AC and DC Power Upgrades	TBD	T	At Cost
H. OPERATIONS				
1.	Operation Fees			
i)	Dust Control Treatment	200.00	T	Per 100 meters / residential, as per Policy PW01 for Commercial, Industry or Non Residence sites
ii)	Road Use Agreement Inspection Fees	500.00	T	Only billable if 48 hour notification was not received
iii)	Snow Plow Flag	50.00	T	Refer to PW10 Snowplow Policy
iv)	Road Approach Request	100.00	T	Per Request
v)	Access on Undeveloped Road	100.00	T	Per Request
vi)	Drilling Rig Moves Pre/Post Inspection	500.00	T	Less than 48 hrs notice
vii)	Service Rig Move Request Through Alberta permitting (call between 5:00 p.m. and 7:00 a.m.)	200.00	T	Less than 8 hrs notice
viii)	Service Rig Move Pre/Post Inspection	100.00	T	Greater than 8 hours notice
ix)	Request to Use Existing Approach	50.00	T	Per request
x)	Pipeline Crossing Permit	100.00	T	Plus \$20.00 for each crossing
xi)	Pipeline Crossing Inspection	250.00	T	Per inspection
2.	Road Allowance Lease / License / Purchase / Cancellation			
i)	Annual Lease Fee for Road Allowance	20.00	T	Per half mile of road allowance or portion thereof to a maximum of \$500.00 per lease
ii)	Application Fee for Lease / License	100.00	T	Non-refundable
iii)	Road Closure Bylaw (Lease or Purchase)	400.00	T	If directed by Council to proceed with preparing Road Closure Bylaw. Fee due prior to Bylaw being drafted. Non-refundable.
iv)	Annual License Fee (Agricultural)	20.00	T	Per half mile of road allowance or portion thereof for agricultural purposes
v)	Annual License Fee (Non-Agricultural)	150.00	T	Per acre; Road allowances / road plans for non-agricultural purposes (e.g. road plan cutoffs)
vi)	Application Fee to Request Cancellation of Lease / License	100.00	T	Where a road allowance becomes required for public travel
I. ENVIRONMENTAL SERVICES				
1.	Description <i>GST does not apply to any Municipal utility</i>			
i)	Application for Service (non-refundable)	25.00	E	Per application
ii)	Reconnection after turn-off (non-refundable)	50.00	E	Reconnect fee paid in advance and account paid in full prior to reconnect
iii)	Reconnection of delinquent account (non-refundable)	100.00	E	Reconnect paid in advance and account paid in full prior to reconnect
iv)	Water Key FOB	Free		First Key FOB free with new account
v)	Additional or Replacement Water Key FOB	15.00	E	Per FOB
vi)	New or Replacement refuse/waste receptacles	50.00	E	Per receptacle (at cost)

2. Municipal/Hamlet Utility Charges – Hamlet of Woking				
i)	Garbage Pick-up	15.00	E	Per property/per month (invoiced bi-monthly)
ii)	Metered Water Use	4.00	E	Per cubic meter (invoiced bi-monthly)
iii)	Sewer			
a)	Residential	19.05	E	Per property/per month (invoiced bi-monthly)
b)	Commercial	22.58	E	Per property/per month (invoiced bi-monthly)
c)	School	22.58	E	Per classroom/per month (invoiced bi-monthly)
3. Municipal Utility Charges – Rural Water Utility				
i)	Metered Water Use	4.00	E	Per cubic meter (invoiced bi-monthly)
ii)	Service Connection Fee			
a)	Fee at the time of supply or distribution line installation	10,000.00	E	Per connection (upfront or prorated monthly) **(see 5. below)
b)	Fee after the supply or distribution line installation	15,000.00	E	Per connection (upfront or prorated monthly) **(see 5. below)
Invoicing for bi-monthly utility charges to be changed to monthly, effective September 1 st , 2018.				
4. Other				
i)	Truck Fill Water Rate *	4.00	E	Per cubic meter (residential/commercial) No industrial use is permitted.
ii)	Coin-Operated *	0.25	E	Per 0.0625 cubic meter
iii)	Coin-Operated *	1.00	E	Per 0.25 cubic meter
<i>* These services are prepaid</i>				
Penalties on outstanding accounts will be charged monthly at 10%				
5. **Service Connection Fee – All Rural Utility Customers shall have the following options to pay their Service Connections**				
i)	Pay the connection fee in full at time of hookup			
ii)	Have the connection fee added to their monthly utility over a five year period at 2.5% interest			
iii)	Connection Fee	Interest Rate		5 Years period – monthly installments
a)	\$10,000.00	2.50%	E	\$177.47 per month
b)	\$15,000.00	2.50%	E	\$266.21 per month
<i>Opting for the payment plan will require owner to have an encumbrance registered as a caveat on title, to be removed when the last payment is complete or the balance is paid in full, at which time the County will remove the caveat. The remaining balance can be paid in full at any time during the five year term.</i>				
6. Fines for Water and Wastewater Bylaw Infractions				
i)	Unauthorized connection to any Municipal Utility	2,500.00	E	Per infraction
ii)	Interfering/tampering with any Municipal Utility	2,500.00	E	Per infraction
iii)	Unauthorized use of the County’s potable water	2,500.00	E	Per infraction
iv)	Failing to allow County’s authorized personnel to enter premises for inspection or repair	500.00	E	Per infraction
v)	Failing to maintain to County’s water meter or metering device	200.00	E	Per infraction
vi)	Failure to install wastewater backflow preventer	500.00	E	Per infraction
vii)	Illegal disposal or disposal of harmful matters into the County’s wastewater system	2,500.00	E	Per infraction

viii)	Failure to notify the County of illegal or harmful matters disposal into County’s wastewater system	2,500.00	E	Per infraction
J. BYLAW ENFORCEMENT				
1. Dog Control				
i)	Dog License Fee (includes metal tag) Annual Fee	25.00	E	Per license, the annual license fee for a new dog will be pro-rated by month the year of acquisition
ii)	Replacement Dog Tag (if lost)	2.00	E	Per tag
iii)	Breach of Dog Control Bylaw for first offense	100.00	E	
iv)	Breach of Dog Control Bylaw for subsequent offense within one year of the first offense	300.00	E	
v)	Impoundment Fee	At Cost	T	All impoundment fees are subject to change in accordance with the schedule of fees established by a pound keeper and incorporated into the animal control services agreement with Saddle Hills County.
vi)	Veterinary Treatment Fee	At Cost	T	Applicable veterinary and transportation expenses.
<i>Continuous offences will constitute court imposed fines, that upon guilt shall be no less than \$300.00 and not more than \$10,000.00.</i>				
2. Offence Penalties (Fireworks) Specified Penalties				
i)	Wholesale; display for sale; offer for sale; sell; possess or store any fireworks within Saddle Hills County without prior written permission	100.00	E	Per offence
ii)	Obtain; purchase; set off; discharge or otherwise handle fireworks within Saddle Hills County without written permission	100.00	E	Per offence
iii)	Sell fireworks to anyone without first seeing that person’s Government of Canada or Alberta issued photo identification	100.00	E	Per offence
iv)	Bring fireworks into Saddle Hills County without prior written permission	100.00	E	Per offence
v)	Sell fireworks to anyone under the age of 18 years	172.00	E	Per offence
vi)	Permit a person under the age of 18 years to purchase fireworks	172.00	E	Per offence
vii)	Set up; set off; discharge or energize a pyrotechnics display within Saddle Hills County without written permission	1,000.00	E	Per offence
K. FIRE SERVICES				
i)	Pumping Apparatus (Engine) c/w a five member crew	615.00	E	Per hour
ii)	Rescue Unit c/w five member crew	615.00	E	Per hour
iii)	Water Tanker Truck (Tender) c/w operator	185.00	E	Per hour
iv)	Command unit	185.00	E	Per hour
v)	4WD Pickup Truck	Flat Rate	E	Road Builders Rate
vi)	Portable Water Tank	Flat Rate	E	Road Builders Rate
vii)	Foam Concentrate and other consumable supplies	At Cost	E	Current replacement cost
viii)	Contracted or Hired Equipment	At Cost	E	Invoiced amount paid by Saddle Hills County
<i>Rates will match Alberta Transportation, Alberta Environment and Sustainable Resources Development policy or Road Builders Rate. The above are the Fire Services rates for vehicles and equipment.</i>				