

THE COUNTY OF VERMILION RIVER

BYLAW 24-03

FEE BYLAW

BEING A BYLAW OF THE COUNTY OF VERMILION RIVER IN THE PROVINCE OF ALBERTA, TO AMEND THE COUNTY OF VERMILION RIVER FEE BYLAW (BYLAW 21-12)

A BYLAW To amend the County of Vermilion River Fee Bylaw (Bylaw 21-12);

WHEREAS the Municipal Government Act, R.S.A. 2000, as amended ("the Act") allows a Municipal Council to establish and amend its Fee Bylaw;

NOW THEREFORE the Council of the County of Vermilion River in the Province of Alberta, duly assembled, enacts as follows:

That Bylaw No. 21-12, being a bylaw setting the Fees and Services of the Country of Vermilion River, is hereby amended as follows:

- 1) Schedule "A" Administrative Fees Schedule, is hereby amended by replacing the existing Schedule "A" Administrative Fees Schedule with Schedule "A" attached hereto and forming a part of this bylaw.
- 2) Schedule "C" Specified Penalties, is hereby removed in entirety.

SHOULD any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining bylaw shall be maintained.

THIS Bylaw shall come into force and effect upon receiving Third and Final

Reading and having been signed by the Reeve and Chief Administrative Officer.

Read this First time this 23rd day of April 2024

Read this Second time this 23rd day of April 2024

Introduced for Third and Final time this 23rd day of April 2024

Read a Third and Final time and finally passed, this 23rd day of April 2024

SIGNED by the Reeve and Chief Administrative Officer this 23 day of April 2024.



REEVE



CHIEF ADMINISTRATIVE OFFICER

**COUNTY OF VERMILION RIVER
PROVINCE OF ALBERTA
BYLAW NO. 21-12**

A BYLAW of the County of Vermilion River in the Province of Alberta concerning the fees established in respect to specific administrative goods / services provided by the County to individuals or organizations.

WHEREAS the Municipal Government Act (MGA); Statutes of Alberta, 2000 Chapter M-26, section 7(f) permits a municipality to regulate services provided by or on behalf of the municipality; and

WHEREAS the County deems it expedient and in the public interest to promulgate by Bylaw provisions respecting the collection and charging of fees, in connection with the operation of County goods and services provided to individual or organizations.

NOW THEREFORE the Council of the County of Vermilion River, duly assembles, enacts as follows:

1. That a fee shall be established for inspection of the assessment roll during regular business hours, that is a requirement by the MGA section 307.
2. That waiver or reduction of the fees established by this Bylaw may only be granted under the discretion of the Chief Administrative Officer (CAO) but exercising such discretion shall be reported to Council at the next scheduled Council meeting.
3. The fee schedules, for specific administrative goods and services, as outlined in Schedule A, Schedule B, and Schedule C, attached hereto and forming part of this bylaw, and which authorizes the rates to be charged to individuals or organizations.
4. This Bylaw repeals, supersedes and takes precedence over all previously passed Bylaws (and amending Bylaws) that refer to Fee Schedules for Goods and Services, as well as any previously passed motions that may be in conflict with this Bylaw.
5. Should any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining Bylaw shall be maintained.
6. This Bylaw comes into effect upon its final passing thereof.



READ A FIRST TIME THIS 22nd DAY OF June 2021.

READ A SECOND TIME THIS 22nd DAY OF June 2021.

READ A THIRD TIME THIS 22nd DAY OF June 2021.

SIGNED by the Reeve and Chief Administrative Officer this 22nd day of June 2021.



 REEVE


CHIEF ADMISTRATIVE OFFICER

MB

SCHEDULE "A" ADMINISTRATIVE FEES

Item	Fee
ADMINISTRATION FEES:	
Information Requests:	
FOIP Request (no GST)	As per the <i>Freedom of Information and Protection of Privacy Regulations A.R. 186/2008</i> , as amended
Outside of a FOIP Request:	
Locating and retrieving a record(s), supervising the examination of a record(s), and for preparing and handling a record(s) for disclosure	\$35.00/hour (first 1h hour fee)
For producing a record from an electronic record:	
a) Computer processing and related charges	Actual cost to public body
b) Computer programming	\$50.00/hour
For shipping any item requested:	
Document Provision:	
a) Photocopies, paper and computer printouts	\$0.50 per page
b) CDs/DVDs/Flash drives	\$15.00 each
c) Plotting (colour or black and white - includes GST):	
i) Villages – less than 80% coverage	\$8.00/linear foot
ii) Villages – more than 80% coverage	\$10.00/linear foot
iii) Private Sector – less than 80% coverage	\$11.00/linear foot
iv) Private Sector – more than 80% coverage	\$18.00/linear foot
Council Agendas & Minutes:	
Available on County website: vermillion-river.com	
a) Minutes - printed & picked up at office	As per document charges above
b) Minutes - printed & mailed	As per document charges and mailing charges
c) Agendas - summary page	No charge
d) Agendas - detailed agenda package printed	As per document charges above
e) Agendas - detailed agenda package printed and mailed	As per document charges and mailing charges
Other media not listed above:	
Flags:	
a) Schools located within the County - one of each flag per year	No charge
b) Public (Alberta/Canada/County flags)	Actual cost to public body
County Pins:	
	\$1.00 each

MBP

Amended by
Bylaw 21-21,
Bylaw 23-02,
Bylaw 24-03

Maps:	
a) Picked up at office:	
i) Folded Maps	\$15.00 each
ii) Rolled Maps	\$25.00 each
b) Maps mailed out	
i) Folded Maps	\$20.00 each
ii) Rolled Maps	\$45.00 each
Aerials:	\$10.00 each
Property Taxes:	
a) Tax Notification Registration (Land Titles)	\$15.00 each
b) Tax Certificate (written request required)	\$20.00 (no GST)
c) Assessment Appeal Fee (CARB & LARB)	Fees as per MRAC Section 12 Fees as of January 1, 2023 Schedule 2 CARB \$650 LARB \$50
d) ATCO Franchise Fee – Hamlet of Dewberry	8% of Wire Distribution Revenue for the property
Fax Machine Services:	
a) Staff:	
i) In-coming fax	\$1.00 per page
ii) Out-going fax - local	\$1.00 per page
iii) Out-going fax – long distance	\$1.50 per page
b) Public	
i) Out-going fax – Canada	\$1.50 per page
ii) Out-going fax – United States	\$2.00 per page
iii) Out-going fax – Toll free #	\$1.00 per page
iv) In-coming fax	\$1.00 per page
NSF Cheques or Stop Payment:	\$48.00 per item
PLANNING AND DEVELOPMENT FEES:	
Documents:	
a) Land Use Bylaw	\$50.00
b) Municipal Development Plan	\$15.00
c) Inter-municipal Development Plan	\$25.00 each
d) Inter-municipal Collaboration Framework	\$15.00 each
e) Area Structure Plan and Other Studies	\$50.00 each
f) Historical Information Request (written request required)	\$75.00 each
g) Environmental Information Request (written request required)	\$75.00 each
Development Permit Fees:	
a) Permitted Use	\$150.00 each
b) Discretionary Use	\$350.00 each (up to 10% variance)
c) Decks & Demolition	\$50.00 each
d) Agricultural Buildings & Structures	\$50.00 each

VB 21

Amended by
Bylaw 23-12

e) RV Campground (requires an approved Site Development Plan)	Permitted: \$300.00 Discretionary: \$450.00 (up to 10% variance)
f) Revision to an Active Development Permit (minor revision)	Before Development completion: Residential \$250.00 Non-Residential \$450.00
g) Revision to an Active Development Permit (major revision)	Must re-apply
h) Development Permit Time Extension	\$100.00 each (max of 2)
i) Post Development Application (development without permit)	\$450.00 penalty (each) + permit application fee
j) Compliance Letter	\$75.00 each (\$125.00 rush request)
k) Occupancy Permit	Residential: \$50.00 Non-residential: \$75.00
l) Variance over 10%	Residential: \$550.00 + permit application fee Non-residential: \$600.00 + permit application fee
m) Natural Resource/Extraction/Ground Disturbance Operations	\$350.00 each
n) Towers (communication, weather. etc.)	\$350.00 each
o) Rural Address Signs	\$150 + GST
Bylaws, Agreements, and Other:	
a) Land Use Bylaw Amendment	\$1,200.00 each
b) Withdrawal of Bylaw Amendment Application after the Bylaw is written	No fee refund
c) Withdrawal of Bylaw Amendment Application before Bylaw is written	75% refund
d) Land Use Redesignation (rezoning)	\$1,200.00 each
e) Municipal Development Plan Amendment	\$1,200.00 each
f) Inter-Municipal Development Plan Amendment	\$5,000.00 each
g) Adopting/ Amending an Area Structure Plan	\$2,000.00 each + \$200.00/gross hectare (contractor engineering fees may apply)
h) Preparation of a Development Agreement (for the creation of 4 or more parcels)	\$3,200.00 each + 2.5% of security plus legal fees (subject to engineering systems appraisal; contractor engineering fees invoiced separately)
i) Preparation of a Development Agreement – Minor – less than 4 parcels (no road, drainage, or water/sewer)	\$50.00

Amended by
Bylaw 23-02

Amended by
Bylaw 23-02

VB

Amended by
Bylaw 23-02

Amended by
Bylaw 23-02

Amended by
Bylaw 23-02

Amended by
Bylaw 21-21

Amended by
Bylaw 24-03

j) Preparation of a Development Agreement – Major – less than 4 parcels (may include road, drainage, or water/sewer, etc.)	\$1200.00
k) Preparation of an Area Structure Plan/Site Development Plan (proposals creating over 4 parcels on a quarter section)	\$10,000.00 + GST (contract engineering fees invoiced separately)
l) Preparation of an Encroachment Agreement	\$3,200.00 each (contractor engineering fees may apply)
m) Contravention of the Land Use Bylaw - Stop Order	All costs associated with the contravention to be applied to tax roll account
n) Request for review of Contravention Order	\$350.00 each
o) Approach Permit Application/Inspection	\$300.00 + GST
p) Bylaw Review	\$300.00 each
q) Caveat Discharge	\$110.00 + GST
r) Digital Copies of Plans	\$10.00
s) Approach Construction Deposit	Contractor Estimate + 25%
t) Road Upgrade Deposit	Contractor Estimate (100% deposit)
Subdivisions:	
a) Cost of complete subdivision	As per Subdivision Authority
b) County Administration Fee - 1 parcel	\$210.00 + GST
c) County Administration Fee - 2 to 4 parcels	\$400.00 + GST
d) County Administration Fee - more than 5 parcels	\$400.00 + GST per parcel
Appeals:	
Subdivision and Development Appeal Board Application	\$400.00 (100% refundable if appeal is upheld)
Land:	
a) Acquisition greater than 100-foot right-of-way	\$3,000.00/acre
b) Less than 100-foot right-of-way	\$3,000.00/acre (Minimum payment of \$500)
c) Road Allowance License	\$250.00 Application Fee
d) Crop Lease	\$40.00 per Acre
e) Grazing Lease	\$40.00 per Acre
f) Miscellaneous Lease	\$250.00 per year or minimum property taxes, whichever is greater
Road Closure Application:	\$250.00 plus all subdivision and survey costs
PUBLIC WORKS FEES:	
Dust Suppression	
a) MG30 Application in Linear meters	\$5.50/meter + GST
b) Commercial and Industrial Administration Fee	25% of annual dust suppression charges calculated as per Road

MBP

Amended by
Bylaw 23-02

Amended by
Bylaw 21-21

Amended by
Bylaw 24-03
Amended by
Bylaw 23-02

Amended by
Bylaw 21-21

Amended by
Bylaw 23-02

	Protection Maintenance Agreement
Snow Plow Flags (waiver required):	
a) Seniors/Disabled	\$50.00 per year
b) Ratepayer	\$200.00 per year
c) Buffalo Trail Public School Bus Route	
i) Parental Choice	\$200.00 per year
ii) End of Route	No Fee
iii) Essential	No Fee
d) Flag Mailed	Cost of Flag + \$10.00
e) Driveway in excess of 500 metres	As per current ARHCA Rates
Heavy Truck Permits:	No Fee
Undeveloped Road Allowance Inspection:	\$250.00
Beaver dam removal on private land (dam not affecting County infrastructure)	\$500.00/dam/visit
Industry Agreements:	
a) Seismic Inspection	\$250.00 per inspection
b) Approach Construction Approval	\$250.00 per inspection
c) Utilize/Alter Existing Approach	\$250.00 per inspection
d) Pipeline Crossing and Right-of-Way	\$250.00 per inspection
e) Request to leave approach in place	\$250.00 per inspection
f) General Inspection	\$250.00 per inspection
g) Two Week Special Road Use Agreement	First 5 per year no fee, over 5 \$350.00 per agreement
Water Meters:	
a) Replacement water meter due to neglect/damage	\$350.00 per meter
b) Replacing the frost plate due to neglect/damage	\$100.00 per frost plate installation
NATURAL GAS UTILITY FEES:	
AGRICULTURAL & ENVIRONMENT FEES:	
PROTECTIVE SERVICES FEES:	
Rental for Tower Space (including electrical cost):	
a) Towers over 100 feet	\$3,000.00 + GST per year or \$750.00 quarterly
b) Towers less than 100 feet	\$1,800.00 + GST per year or \$450.00 quarterly
c) Towers that provide benefit to the public to a large portion of the County (i.e. internet)	\$900.00 + GST per year or \$225.00 quarterly
d) Towers owned by County but constructed by the Lessor	Actual power consumption cost

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SCHEDULE "B" – SAFETY CODE PERMITS FEES

BUILDING PERMIT FEE SCHEDULE	
Residential Installations	
Description of Work	Permit fee (*SC Levy not included)
New Single Family Dwelling	\$5.78 per \$1000 construction value (**see Minimum Construction Value Factors)
Relocation of a Building	\$0.32/sq.ft.
(on crawlspace or basement)	Minimum fee \$126.00
Relocation of a Building	\$126.00
(on piles or blocking only)	
Garage, Addition, Renovation, Basement Development (not at time of new home construction)	\$0.32/sq. ft.
	Minimum fee \$126.00
Deck, Solid Fuel Burning Appliance, Demolition	\$126.00
Minimum Residential Building Permit Fee	\$126.00
Non-Residential Installations	
Description of Work	Permit fee (*SC Levy not included)
New, Addition, Renovation, Alteration	\$5.78 per \$1000 construction value
Minimum Building Permit Fee	\$262.50
Project Value is based on the actual cost of material and labour.	
Verification of cost may be requested prior to permit issuance.	
* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560	

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**Minumum Construction Value Factors	Per Square Foot
Residential Housing	
Single Family	\$157.50
Single Family (2nd Storey)	\$89.25
Multi-Family (3 storeys or less)	\$178.50
Multi-Family (more than 3 storeys)	\$162.75
Townhouses or Rows	\$178.50
Garage (attached or detached)	\$36.75
Carport	\$36.75
Renovations	\$78.75
Apartments	
Concrete Construction	\$141.75
Masonry and Wood Construction	\$141.75
Basement Parkade	\$94.50
Above-ground Parkade	\$94.50
Commercial (Offices, Restaurants, Service Stations, Warehouses)	
Concrete Construction	\$141.75
Masonry Construction	\$141.75
Masonry and Wood or Steel Construction	\$141.75
Steel Construction	\$141.75
Wood Construction	\$126.00
Renovations	\$84.00
Churches, Hotels, Schools	
Concrete Construction	\$141.75
Masonry or Wood	\$141.75
Wood Construction	\$126.00
Hospitals	
Concrete Construction	\$283.50
Masonry and Wood or Steel Construction	\$257.25
Wood Construction	\$225.75
Industrial	
For further information please contact a County approved Safety Codes Agency	

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ELECTRICAL PERMIT FEE SCHEDULE

Residential

New Single Family Dwellings and Additions

Square Footage	Permit Fee	SC Levy	Total Fee
Up to 1200	\$126.00	\$5.04	\$131.04
1201 – 1500	\$136.50	\$5.46	\$141.96
1501 – 2000	\$173.25	\$6.93	\$180.18
2001 – 2500	\$189.00	\$7.56	\$196.56
Over 2500	\$189.00 plus \$0.11 per square foot over 2500 square feet		

Garages / Renovations / Basement Development

Installation Cost	Permit Fee	SC Levy	Total Fee
\$0 - \$500	\$78.75	\$4.50	\$83.25
\$501 - \$1000	\$94.50	\$4.50	\$99.00
\$1001 - \$2000	\$110.25	\$4.50	\$114.75
\$2001 - \$3000	\$126.00	\$5.04	\$131.04
\$3001 - \$4000	\$141.75	\$5.67	\$147.42
\$4001 - \$5000	\$157.50	\$6.30	\$163.80

Installation costs greater than \$5000 refer to the square footage fee schedule

Service Connections

Description	Permit Fee	SC Levy	Total Fee
Permanent Service Connection Only	\$89.25	\$4.50	\$93.75
Temporary Power / Underground Service	\$89.25	\$4.50	\$93.75

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

ELECTRICAL PERMIT FEE SCHEDULE

NON-RESIDENTIAL

Installation Cost	Permit Fee	SC Levy	Total Fee
0 to \$1,000	\$89.25	\$4.50	\$93.75
\$1,001 to \$1,500	\$94.50	\$4.50	\$99.00
\$1,501 to \$2,000	\$99.75	\$4.50	\$104.25
\$2,001 to \$2,500	\$110.25	\$4.50	\$114.75
\$2,501 to \$3,000	\$120.75	\$4.83	\$125.58
\$3,001 to \$3,500	\$131.25	\$5.25	\$136.50
\$3,501 to \$4,000	\$136.50	\$5.46	\$141.96
\$4,001 to \$4,500	\$141.75	\$5.67	\$147.42
\$4,501 to \$5,000	\$147.00	\$5.88	\$152.88
\$5,001 to \$5,500	\$152.25	\$6.09	\$158.34
\$5,501 to \$6,000	\$157.50	\$6.30	\$163.80
\$6,001 to \$6,500	\$162.75	\$6.51	\$169.26
\$6,501 to \$7,000	\$168.00	\$6.72	\$174.72
\$7,001 to \$7,500	\$173.25	\$6.93	\$180.18
\$7,501 to \$8,000	\$178.50	\$7.14	\$185.64
\$8,001 to \$8,500	\$183.75	\$7.35	\$191.10
\$8,501 to \$9,000	\$189.00	\$7.56	\$196.56
\$9,001 to \$9,500	\$194.25	\$7.77	\$202.02
\$9,501 to \$10,000	\$199.50	\$7.98	\$207.48
\$10,001 to \$11,000	\$204.75	\$8.19	\$212.94
\$11,001 to \$12,000	\$210.00	\$8.40	\$218.40
\$12,001 to \$13,000	\$215.25	\$8.61	\$223.86
\$13,001 to \$14,000	\$220.50	\$8.82	\$229.32
\$14,001 to \$15,000	\$225.75	\$9.03	\$234.78
\$15,001 to \$16,000	\$231.00	\$9.24	\$240.24
\$16,001 to \$17,000	\$236.25	\$9.45	\$245.70
\$17,001 to \$18,000	\$241.50	\$9.66	\$251.16
\$18,001 to \$19,000	\$246.75	\$9.87	\$256.62
\$19,001 to \$20,000	\$252.00	\$10.08	\$262.08
Over \$20,000	\$252.00 plus \$5.25 per \$1,000 (or portion of) over \$20,000		

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

MB CP

PLUMBING PERMIT FEE SCHEDULE

All Installations			
Number of Fixtures	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$105.00	\$4.50	\$109.50
5	\$110.25	\$4.50	\$114.75
6	\$115.50	\$4.62	\$120.12
7	\$120.75	\$4.83	\$125.58
8	\$126.00	\$5.04	\$131.04
9	\$131.25	\$5.25	\$136.50
10	\$136.50	\$5.46	\$141.96
11	\$141.75	\$5.67	\$147.42
12	\$147.00	\$5.88	\$152.88
13	\$152.25	\$6.09	\$158.34
14	\$157.50	\$6.30	\$163.80
15	\$162.75	\$6.51	\$169.26
16	\$168.00	\$6.72	\$174.72
17	\$173.25	\$6.93	\$180.18
18	\$178.50	\$7.14	\$185.64
19	\$183.75	\$7.35	\$191.10
20	\$189.00	\$7.56	\$196.56
Over 20	\$189.00 plus \$4.73 per fixture over 20		

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

GAS PERMIT FEE SCHEDULE

Residential Installations			
Number of Outlets	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$120.75	\$4.83	\$125.58
5	\$141.75	\$5.67	\$147.42
6	\$162.75	\$6.51	\$169.26
7	\$183.75	\$7.35	\$191.10
8	\$204.75	\$8.19	\$212.94
9	\$225.75	\$9.03	\$234.78
10	\$246.75	\$9.87	\$256.62
Over 10	\$246.75 plus \$10.50 per outlet over 10		

Other Gas Installations (Residential & Non-Residential)			
Description	Permit Fee	SC Levy	Total Fee
Propane Tank Set	\$105.00	\$4.50	\$109.50
Additional Tanks	\$50.00	\$4.50	\$54.50
Temporary Heat	\$105.00	\$6.30	\$109.50
Grain Dryers	\$250.00	\$10.00	\$260.00
Propane Cylinder Refill Centre	\$157.50	\$6.30	\$163.80

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

MR 11

GAS PERMIT FEE SCHEDULE

NON-RESIDENTIAL			
BTU Input	Permit Fee	SC Levy	Total Fee
0 to 150,000	\$105.00	\$4.50	\$109.50
150,001 to 250,000	\$131.25	\$5.25	\$136.50
250,001 to 350,000	\$157.50	\$6.30	\$163.80
350,001 to 500,000	\$183.75	\$7.35	\$191.10
500,001 to 750,000	\$210.00	\$8.40	\$218.40
750,001 to 1,000,000	\$236.25	\$9.45	\$245.70
Over 1,000,000	\$236.25 plus \$5.25 per 100,000		
	(or portion of) over 1,000,000 BTU		

Temporary Heat			
BTU Input	Permit Fee	SC Levy	Total Fee
0 to 250,000	\$105.00	\$4.50	\$109.50
250,001 to 500,000	\$157.50	\$6.30	\$163.80
Over 500,000	\$157.50 plus \$10.50 per 100,000 BTU		
	(or portion of) over 500,000 BTU		

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

PRIVATE SEWAGE PERMIT FEE SCHEDULE

Residential Installations			
Description	Permit Fee	SC Levy	Total Fee
Holding Tank, Open Discharge	\$210.00	\$8.40	\$218.40
Field, Mound, Sand Filter, Treatment Tank	\$262.50	\$10.50	\$273.00

NOTE: Non- Residential permit Fees will be quoted after a detailed review of application

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

ADDITIONAL CHARGES FEE SCHEDULE

(charge may be directed to or invoiced from applicable Agency)

Description	Total Fee
Compliance	\$125.00/hour
Emergency Services	\$125.00/hour
Investigation Services	\$125.00/hour
Appeal	\$125.00/hour
Enforcement	\$125.00/hour

ADMINISTRATION FEES

Disciplines	Fee Description
Building	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed or an inspection has been carried out.
Electrical, Gas, Plumbing & Septic	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled. No fee will be returned when an inspection(s) is carried out.

PENALTIES

Description	Fine Amount
First Offence	\$100.00
Second and any subsequent offence	\$200.00

Note: Each day that a breach of the Bylaw has occurred may be considered a separate offence.

MB