

TOWN OF HIGH RIVER
IN THE PROVINCE OF ALBERTA

BYLAW 4664/2026 – 2026 RATE BYLAW (GENERAL)

A BYLAW OF THE TOWN OF HIGH RIVER TO AUTHORIZE THE MUNICIPAL COUNCIL OF THE TOWN OF HIGH RIVER TO SET FEES, FINES, AND CHARGES.

WHEREAS the *Municipal Government Act*, RSA 2000, c M-26, as amended, authorizes Council to pass bylaws for municipal purposes;

AND WHEREAS Part 2 of the *Municipal Government Act* authorizes the Town to pass bylaws to levy fees, fines, and charges where applicable;

AND WHEREAS authority to levy fees, fines, and charges, where applicable, is found in the bylaws noted within each section of the schedules attached to this Bylaw;

AND WHEREAS the fees, fines, and charges are set out in the schedules attached to this Bylaw;

AND WHEREAS Council may waive or modify a fee, fine, or charge outlined in the attached schedules by resolution of Council;

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

PART I – PURPOSE, DEFINITIONS AND INTERPRETATION

Purpose

1. The purpose of this Bylaw is to establish fees, fines, and charges for the Town of High River as set out in the schedules attached to this Bylaw.

Short Title

2. This Bylaw may be cited as the "2026 Rate Bylaw (General)".

Definitions

3. Words used in this Bylaw have the same meaning as defined in the *Municipal Government Act*, with the following changes or additions:
 - (a) "**Act**" means the *Municipal Government Act*, RSA 2000, c. M-26, together with any amendments and Regulations made thereunder;
 - (b) "**Bylaw**" means Bylaw 4664/2026 also known as the 2026 Rate Bylaw (General);
 - (c) "**Chief Administrative Officer**" means the individual appointed to the position of the Chief Administrative Officer or his or her designate for the Town;
 - (d) "**Council**" means the governing body of the Town;
 - (e) "**Town**" means the municipal corporation of the Town of High River.

Interpretation

4. Headings and sub-headings in this Bylaw are included for convenience only and shall not be considered in interpreting the substantive content of this Bylaw.
5. The preamble paragraphs that precede the numbered paragraphs of this Bylaw are an integral and necessary part of this Bylaw and not a mere recital.

- 6. Every provision of this Bylaw is independent of all provisions and it is the intention of the Council that if any provision of this Bylaw is declared invalid by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 7. Nothing in this Bylaw relieves a Person from complying with any Federal or Provincial law or regulation, any other Town Bylaw, or any requirement of any lawful permit, order, or license.
- 8. References in this Bylaw to an act, statute, regulation, or other Bylaw refer to the current laws and legislation, as amended or replaced from time to time, including successor legislation.
- 9. This Bylaw is gender-neutral and, accordingly, any reference to one gender includes the other.
- 10. The word "shall" is mandatory and not merely directory.

PART II - GENERAL

Schedules

- 11. The schedules attached to this Bylaw form part of this Bylaw.

Effective Date

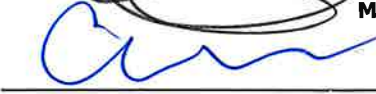
- 12. This Bylaw comes into force on the date of third reading and signing.

Repeal

- 13. Bylaw 4635/2024, being the 2025 Rate Bylaw (General), is repealed.

READ A FIRST TIME THIS 13th DAY OF July, 2026


MAYOR/DEPUTY MAYOR


CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME THIS 13th DAY OF July, 2026


MAYOR/DEPUTY MAYOR


CHIEF ADMINISTRATIVE OFFICER

READ A THIRD TIME THIS 13th DAY OF July, 2026


MAYOR/DEPUTY MAYOR


CHIEF ADMINISTRATIVE OFFICER

SIGNED AND PASSED THIS 13th DAY OF July, 2026


MAYOR/DEPUTY MAYOR


CHIEF ADMINISTRATIVE OFFICER

COMMUNITY SUPPORT SERVICES			
rate effective JULY 1, 2026			
	RATE	UNIT	GST
Counselling Rates			
Counselling Fees - Sliding Scale	\$0.00 to \$90.00	per Session	Exempt
counsellor/client determine rate based on income & circumstances			
Affordable Housing			
Mundy Park			
1-Bedroom	\$715.00	per Month	Exempt
2-Bedroom	\$830.00	per Month	Exempt
3-Bedroom	\$955.00	per Month	Exempt
Prairie Sound			
2-Bedroom	\$1,015.00	per Month	Exempt
3-Bedroom	\$1,130.00	per Month	Exempt

CEMETERY			
rate effective JANUARY 1, 2025			
FEES RELATED TO THE CEMETERY BYLAW	RESIDENT*	NON-RESIDENT	GST
Plot Rates			
Standard Plot	\$1,000.00	\$1,400.00	Taxable
Cremation Plot	\$400.00	\$600.00	Taxable
Niche Rates			
Sun Columbarium	\$1,500.00	\$2,200.00	Taxable
Spruce Columbarium	\$1,800.00	\$2,500.00	Taxable
Willow Columbarium	\$2,100.00	\$2,900.00	Taxable
Transfer of Vacant Plot or Niche	no fee	no fee	n/a
Interment/Disinterment Rates			
Standard Plot	\$650.00	\$650.00	Taxable
Cremation Plot	\$250.00	\$250.00	Taxable
Columbarium	\$400.00	\$400.00	Taxable
PLUS, if applicable, Opening and Closing taking place Weekend or Holiday - Saturday, Sunday or Statutory Holiday			
Standard Plot	\$525.00	\$525.00	Taxable
Cremation Plot	\$150.00	\$150.00	Taxable
Columbarium	\$400.00	\$400.00	Taxable
Winter Months - October through April	\$160.00	\$160.00	Taxable
Evening - Closing taking place after 4:00 pm	\$160.00	\$160.00	Taxable
Cemetery Services			
Exchange blank niche door for engraved	\$300.00	\$300.00	Taxable
Niche door replacement	cost recovery	cost recovery	Taxable
*RESIDENT			
Means a person residing within High River or Foothills County.			
NOTES:			
The Town requires 72 hours' (3 business days') notice from anyone intending to hold a memorial service for an Interment or Disinterment.			
A licensee may sell a plot or niche back to the Town for the original purchase price LESS cost to replace any previously engraved niche door.			

TAX and ASSESSMENT

rate effective JANUARY 1, 2025

	RATE	UNIT	GST
Tax Certificate			
Provides current levy, tax arrears/tax balance & legal description - manual	\$40.00		Exempt
Provides current levy, tax arrears/tax balance & legal description - online	\$25.00		Exempt
Request details of tax arrears	\$25.00		Exempt
Tax Notification on Properties that have Fallen into Tax Arrears			
Registration fee	\$115.00		Taxable
Tax notification to third parties	\$30.00	per Notification	Taxable
Advertising - Alberta Gazette listing, local media advertising	cost recovery +		Taxable
PLUS Administration Fee	10%		Taxable
Statements of Assessed Values			
Provides current assessed values and legal descriptions	\$35.00		Exempt
Request assessments by year	\$25.00		Exempt
Photocopy of the portion of legal plan containing the parcel	\$25.00		Exempt
Property Assessment Information Requests (Section 299/300)			
Section 299/300, Residential property	\$50.00		Exempt
Section 299/300, Non-Residential or multi-family (three or more units) property	\$200.00		Exempt
Statement of Description of a Parcel			
As described in property tax record	\$35.00		Exempt
Assessment Record Photocopy			
Particulars of assessed value of parcel land and improvements	\$35.00		Exempt
Legal description of a municipal address	\$25.00		Exempt
Transfer to Taxes			
Transfer accounts receivable balance to taxes	\$50.00		Exempt
NSF Fee			
NSF Fee	cost recovery	per NSF	Exempt

LEGISLATIVE SERVICES		rate effective JANUARY 1, 2025	
	RATE	UNIT	GST
Assessment Review Board Appeal Fees			
Residential - 3 or fewer dwellings and farm land	\$50.00	per Appeal	Exempt
Residential - 4 or more dwellings	\$650.00	per Appeal	Exempt
Non-residential	\$650.00	per Appeal	Exempt
Tax notices	\$30.00	per Notice	Exempt
Linear property - power generation	\$650.00	per Facility flat fee	Exempt
Linear property - other (per Linear Property Assessment Unit)	\$50.00	per Unit Identification on flat fee	Exempt
Equalized assessment	\$650.00	flat Fee	Exempt
Subdivision and Development Appeal Board			
Subdivision and Development Appeal Board Hearings	\$300.00	per Hearing	Exempt
Information Disclosure Fees			
ROUTINE DISCLOSURE REQUESTS	no initial fee		n/a
NOTE: Other search and producing a copy of a record fees may apply. Estimate to be provided following Routine Disclosure Request.			Included
Freedom of Information and Protection of Privacy Act (FOIP) - Bylaw 4469/2016			
PERSONAL INFORMATION	no initial fee		n/a
In accordance with items 3 to 6 of Schedule 2 of the <i>Freedom of Information and Protection of Privacy Regulation</i> , fees for producing a copy of a record that is the personal information of the applicant may be charged if the amount of the fees, as estimated by the public body, exceeds \$10	cost recovery		Included
GENERAL, NON-PERSONAL INFORMATION			
Initial fee when a non-continuing request is made	\$25.00		Included
Initial fee when a continuing request is made	\$50.00		Included
In addition to the initial fee, fees in accordance with Schedule 2 of the <i>Freedom of Information and Protection of Privacy Regulation</i> may be charged if the amount of the fees, as estimated by the public body, exceeds \$150	cost recovery		Included
NOTE: Fee allowances for Routine Disclosure and FOIP Requests are set under Section 93(1) and Section 9-14 of the FOIP ACT and Schedule 2 of the FOIP ACT Regulation (AR 186/2008). Please see attached appendix for the terms under which fees beyond the initial fee (if applicable) may be charged and a schedule of those fees.			
Miscellaneous Fees			
Transcripts for Council meeting, public hearing, or appeal hearing	cost recovery		Included

LEGISLATIVE SERVICES - APPENDIX

rate effective JANUARY 1, 2025

APPENDIX - INFORMATION DISCLOSURE FEES IN ACCORDANCE WITH SCHEDULE 2 OF THE FOIP REGULATION; see **Freedom of Information and Protection of Privacy Regulation - Open Government** for updates

	RATE	UNIT	GST
1. For searching for, locating and retrieving a record	\$6.75	per 1/4 Hour	Included
2. For producing a record from an electronic record:			
a) Computer processing and related charges	actual cost to public body		Included
b) Computer programming (to a maximum \$20.00 per 1/4 hr.)	actual cost to public body		Included
3. For producing a paper copy of a record:			
a) photocopies and computer printouts:			
i) black and white up to 8 1/2" x 14"	\$0.25	per Page	Included
ii) other formats	\$0.50	per Page	Included
b) from microfiche or microfilm	\$0.50	per Page	Included
c) plans and blueprints	actual cost to public body		Included
4. For producing a copy of a record by duplication of the following media:			
a) microfiche and microfilm	actual cost to public body		Included
b) computer disks	\$5.00	per Disc	Included
c) computer tapes	actual cost to public body		Included
d) slides	\$2.00	per Slide	Included
e) audio and video tapes	actual cost to public body		Included
5. For producing a photographic copy (colour or black and white) printed on photographic paper from a negative, slide or digital image:			
a) 4" x 6"	\$3.00	per Page	Included
b) 5" x 7"	\$6.00	per Page	Included
c) 8" x 10"	\$10.00	per Page	Included
d) 11" x 14"	\$20.00	per Page	Included
e) 16" x 20"	\$30.00	per Page	Included
6. For producing a copy of a record by any process or in any medium or format not listed above	actual cost to public body		
7. For preparing and handling a record for disclosure	\$6.75	per 1/4 Hour	Included
8. For supervising the examination of a record	\$6.75	per 1/4 Hour	Included
9. For shipping a record or a copy	actual cost to public body		Included

PROTECTIVE SERVICES			
			rate effective JANUARY 1, 2025
FIRE	RATE	UNIT	GST
Fireworks Prohibition and Fines			
Permit to discharge fireworks	\$50.00		Exempt
Fire Services			
Letters of summary to lawyers and insurance companies for fire investigation, fire safety searches or environmental assessment searches	\$100.00	per Summary, Letter or Search Report	Taxable
Expert witness services - civil litigation	cost recovery		Taxable
Fire investigation services - in another municipality	\$250.00	per Incident	Taxable
PLUS fee after the 7th Hour	\$100.00	per Hour	Taxable
PLUS expenses for services or equipment necessary to complete the investigation	cost recovery		Taxable
Obstructing a member/Safety Codes Officer carrying out duties under this Bylaw	\$500 to \$2,500	per Incident	Exempt
Occupant load calculation and certification issuance	\$75.00	per Certificate	Taxable
Occupy licensed liquor establishment without occupant load certificate	\$250.00	per Certificate	Exempt
Occupant load certificate not displayed	\$75.00	per Incident	Exempt
Filling of SCBA cylinders	\$15.00	per Cylinder	Taxable
Filling of Cascade cylinders	\$100.00	per Cylinder	Taxable
Standby or Emergency Response Outside Town - No Mutual Aid Agreement			
Engine/Ladder/Rescue/Bush Truck	\$720.00	per Hour	Taxable
Command Vehicle	\$210.00	per Hour	Taxable
Air Boat	\$350.00	per Hour	Taxable
Side-by-Side	\$175.00	per Hour	Taxable

PROTECTIVE SERVICES			
			rate effective JANUARY 1, 2025
BYLAW	RATE	UNIT	GST
Policing Bylaw Offences and Fines			
Criminal record check	\$35.00	per Check	Exempt
Criminal record check - for purpose of serving as a volunteer for a non-profit organization	Free		n/a
Regulate and Control Burglary and Robbery Alarm System			
First Offence	Warning Letter		n/a
Second Offence	\$100.00		Exempt
Third Offence	\$200.00		Exempt
Fourth Offence - Summary Conviction	\$400.00 to \$2,500.00 +		Exempt
a fine of not less than \$400.00 and not more than \$2,500.00 plus costs; or	cost recovery		
for imprisonment for any period not exceeding six (6) months in the case of			
non-payment of the fine and costs imposed for such offence			
<i>NOTE: Prior fines or warning letters shall be deemed to have not occurred if a two- (2) year period has elapsed between the time of a previous warning letter or fine and a new alleged violation.</i>			
Animal Control Bylaw Offenses and Fines			
License Fees			
Male or female unaltered dogs	\$60.00		Exempt
Neutered male or spayed female dogs	\$30.00		Exempt
All unaltered dogs under the age of 3 months at the time of license purchase	\$30.00		Exempt
Service animal (as defined in Bylaw)	Free		n/a
Replacement license tag	\$10.00		Exempt
<i>NOTE: After July 1st of each year, the fee shall be calculated at 50% of the applicable fee (excluding Replacement license tag).</i>			