



DISTRICT OF HOUSTON BYLAW
NO. 1182, 2023

A bylaw to amend the Comprehensive Fees & Charges Bylaw No. 1094, 2017

WHEREAS pursuant to the Community Charter, the District may, by bylaw, impose a fee in respect of all or part of a service of the municipality, the use of municipal property, or the exercise of authority to regulate, prohibit or impose requirements;

AND WHEREAS Council has previously adopted *Comprehensive Fees & Charges Bylaw No. 1094, 2017* for such purposes;

AND WHEREAS Council deems it desirable to amend the bylaw;

NOW THEREFORE, the Council of the District of Houston in open meeting assembled enacts as follows:

1. AMENDMENTS

Comprehensive Fees & Charges Bylaw No. 1094, 2017, as previously amended, is amended by substituting the following schedules with the schedules attached hereto:

- (1) Schedule A-1 – Outgoing Documents
- (2) Schedule A-2 – Animal Control
- (3) Schedule A-3 – Business Licenses
- (4) Schedule A-4 – Cemetery
- (5) Schedule A-5 – Miscellaneous (Administration)
- (6) Schedule B-1 – Land Use and Development Permits
- (7) Schedule B-2 – Building Permit Fees
- (8) Schedule C-1 – Water User Rates
- (9) Schedule C-2 – Sanitary Sewer Rates
- (10) Schedule C-3 – Solid Waste Pick-Up Rates
- (11) Schedule C-4 – Airport Usage
- (12) Schedule C-5 – Miscellaneous (Utilities and Operations)
- (13) Schedule D-1 – Leisure Facility User Rates and Regulations
- (14) Schedule D-2 – Claude A. Parish Memorial Arena User Rates and Regulations
- (15) Schedule D-3 – Community Hall Rental Rates and Regulations
- (16) Schedule D-4 – Parks and Campsites Rates
- (17) Schedule D-5 – Miscellaneous (Leisure Services)

2. GENERAL COMMENCEMENT

All sections of this bylaw will commence on January 1, 2024, or on the date of adoption, whichever comes after.

3. CITATION

This bylaw may be cited as "Comprehensive Fees & Charges Amending Bylaw No. 1182, 2023."

READ A FIRST TIME THIS 21st DAY OF NOVEMBER, 2023

READ A SECOND TIME THIS 5th DAY OF DECEMBER, 2023

READ A THIRD TIME THIS 5th DAY OF DECEMBER, 2023

ADOPTED THIS 19th DAY OF DECEMBER, 2023


SHANE BRIENEN
MAYOR


MADELAINE SWIFT
CORPORATE OFFICER

**SCHEDULE A
ADMINISTRATIVE SERVICES**

- A-1 Outgoing Documents
- A-2 Animal Control
- A-3 Business Licenses
- A-4 Cemetery Rates
- A-5 Miscellaneous Administrative Services

**SCHEDULE A-1
ADMINISTRATION**

OUTGOING DOCUMENT FEES

FEE CLASSIFICATION		RATE		FEE														
				2024	2025	2026	2027	2028	2026	2026	2026	2027	2027	2027	2028	2028	2028	
1. Photocopying																		
a)	Council Meeting Agendas (Per Meeting)	per page	0.50	0.50	0.50	0.50	0.50											
	to a maximum of	per meeting	10.00	10.00	10.00	10.00	10.00											
b)	Council Minutes (Per Meeting)	per page	0.50	0.50	0.50	0.50	0.50											
	to a maximum of	per meeting	10.00	10.00	10.00	10.00	10.00											
c)	Bylaws (per bylaw)	per page	0.50	0.50	0.50	0.50	0.50											
	All bylaws not listed under 1(c)	maximum	10.00	10.00	10.00	10.00	10.00											
	Official Community Plan	maximum	20.00	20.00	20.00	20.00	20.00											
	Development Bylaw	maximum	55.00	55.00	55.00	55.00	55.00											
	Subdivision & Development Servicing	maximum	60.00	60.00	60.00	60.00	60.00											
d)	All other black & white documents (11"x17" and under)	per page	0.50	0.50	0.50	0.50	0.50											
e)	All other colour documents (11"x17" and under)	per page	2.50	2.50	2.50	2.50	2.50											
2. Plotting & Plans		RATE	2024 Black Lined	2024 Colour Lined	2024 Colour Ortho	2025 Black Lined	2025 Colour Lined	2025 Colour Ortho	2026 Black Lined	2026 Colour Lined	2026 Colour Ortho	2027 Black Lined	2027 Colour Lined	2027 Colour Ortho	2028 Black Lined	2028 Colour Lined	2028 Colour Ortho	
a)	11 x 17 bond	per page	12.00	18.00	23.00	12.00	18.00	23.00	12.00	18.00	23.00	12.00	18.00	23.00	12.00	18.00	23.00	
b)	24 x 36 bond	per page	13.00	23.00	33.00	13.00	23.00	33.00	13.00	23.00	33.00	13.00	23.00	33.00	13.00	23.00	33.00	
c)	36 x 48 bond	per page	18.00	28.00	48.00	18.00	28.00	48.00	18.00	28.00	48.00	18.00	28.00	48.00	18.00	28.00	48.00	
d)	36 x 60 bond	per page	20.00	30.00	63.00	20.00	30.00	63.00	20.00	30.00	63.00	20.00	30.00	63.00	20.00	30.00	63.00	
e)	11 x 17 glossy	per page	13.00	23.00	28.00	13.00	23.00	28.00	13.00	23.00	28.00	13.00	23.00	28.00	13.00	23.00	28.00	
f)	24 x 36 glossy	per page	17.00	28.00	43.00	17.00	28.00	43.00	17.00	28.00	43.00	17.00	28.00	43.00	17.00	28.00	43.00	
g)	36 x 48 glossy	per page	21.00	33.00	58.00	21.00	33.00	58.00	21.00	33.00	58.00	21.00	33.00	58.00	21.00	33.00	58.00	
h)	36 x 60 glossy	per page	28.00	40.00	73.00	28.00	40.00	73.00	28.00	40.00	73.00	28.00	40.00	73.00	28.00	40.00	73.00	
3. Electronic Documents																		
a)	Outgoing / Scanning Electronic Documents	per hour	\$40.00 per hour or \$10.00 per 15 minutes	\$40.00 per hour or \$10.00 per 15 minutes	\$40.00 per hour or \$10.00 per 15 minutes	\$40.00 per hour or \$10.00 per 15 minutes	\$40.00 per hour or \$10.00 per 15 minutes	\$40.00 per hour or \$10.00 per 15 minutes										
c)	Provision of USB Storage Device	per unit	15.00	15.00	15.00	15.00	15.00	15.00										
4. Property & Tax Information																		
a)	Tax Certificate	per folio	40.00	40.00	40.00	40.00	40.00	40.00										
	<i>For information regarding taxes & fees levied in a given taxation year.</i>																	
b)	*Property Status Letter ("Comfort Letter")	per folio	125.00	125.00	125.00	125.00	125.00	125.00										
	<i>*For information regarding land use regulations, bylaw compliance, and other information.</i>																	

REGULATIONS

1. All fees and charges under this schedule must be paid at the time the service is rendered.

The following documents may be accessed by the public without a written request upon

- a) Meeting Minutes, Agendas, and Staff Reports for Open Council and Committee Meetings;
- b) Policies & Procedures;
- c) Annual Reports and other reports presented and adopted in Open Meetings
- d) Official Community Plans and other community plans;
- e) Any record published to the District's website(s);
- f) Requests for Tenders, Proposals, and Quotations issued publicly;

- g) *Job competition postings and job classification descriptions.*
- h) *Public declarations authorized by the Mayor or Council, including but not limited to proclamations, resolutions, notices, declarations and orders.*
- i) *Public disclosures made by members of Council and nominees thereto;*
- j) *Proposed agreements requiring the approval of electors and records related to such agreements.*

The following records may be accessed by individuals with a written request (non-Freedom of Information & Protection of Privacy Act) and after the payment of any fee applicable for providing access to the record:

- 3.
 - a) *Licences and permits granted by the District;*
 - b) *Building and Development Plans (exterior and site plans only, no builders notes); and*
 - c) *Written statements respecting the status of any property, including but not limited to current taxation, fees, charges, land use regulations, etc., subject to Freedom of Information & Protection of Privacy Act Restrictions.*

Any record which is not listed under sections 1 or 2 of the regulations in this schedule must not be made available to individuals except in accordance with the provisions of the Freedom of Information and Protection of Privacy Act, and after the payment of any fees established by Freedom of Information and Protection of Privacy Bylaw No. 1082, 2016.

- 5. *No fee is payable for electronic records which have been posted to the District of Houston's website or online document storage site, unless a print copy has been requested in which case photocopying fees will apply.*

Plotting fees include charges for producing maps and other plans from the District of Houston's software systems, and will be levied for providing printed full-size copies of documents above 11"x17".

- 7. *User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.*

**SCHEDULE A-2
ADMINISTRATION**

**ANIMAL CONTROL & LICENCING
POUND & ANIMAL REGULATION BYLAW NO. 1112, 2018**

FEE CLASSIFICATION		RATE	FEE				
			2024	2025	2026	2027	2028
1. Dog Licences							
a)	Spayed/Neutered Dog						
	Discount Rate (if paid before January 31)	annually	14.00	14.00	14.00	14.00	14.00
	Standard Rate (if paid after January 31)	annually	17.00	17.00	17.00	17.00	17.00
b)	Unspayed/Unneutered Dog						
	Discount Rate (if paid before January 31)	annually	37.50	36.00	36.00	36.00	36.00
	Standard Rate (if paid after January 31)	annually	45.00	45.00	45.00	45.00	45.00
b)	Aggressive Dog	annually	150.00	150.00	150.00	150.00	150.00
c)	Dangerous Dog	annually	250.00	250.00	250.00	250.00	250.00
d)	Kennel Licence (5 or more dogs)						
	Discount Rate (if paid before January 31)	annually	135.00	135.00	135.00	135.00	135.00
	Standard Rate (if paid after January 31)	annually	169.00	169.00	169.00	169.00	169.00
d)	Replacement Licence Tag	per tag	6.00	6.00	6.00	6.00	6.00
e)	Licence Transfer Fee	per licence	6.00	6.00	6.00	6.00	6.00
2. Impoundment of Dogs							
a)	<i>Impoundment of Licensed Dogs</i>						
	i. First Impoundment - Licensed Dogs	per animal	40.00	40.00	40.00	40.00	40.00
	ii. First Impoundment - Unlicensed Dogs	per animal	60.00	60.00	60.00	60.00	60.00
	PLUS Licence Fee						
	iii. Second Impoundment	per animal	60.00	60.00	60.00	60.00	60.00
	iv. Third and Subsequent Impoundments	per animal	100.00	100.00	100.00	100.00	100.00
	v. Daily Maintenance Fee	Daily	30.00	30.00	30.00	30.00	30.00
b)	<i>Impoundment of Aggressive or Dangerous Dogs</i>						
	i. First Impoundment, Licensed	per animal	350.00	350.00	350.00	350.00	350.00
	ii. First Impoundment, Unlicensed	per animal	350.00	350.00	350.00	350.00	350.00
	PLUS Licence Fee						
	iii. Second and Subsequent Impoundment	per animal	600.00	600.00	600.00	600.00	600.00
	iv. Daily Maintenance Fee	Daily	50.00	50.00	50.00	50.00	50.00

4. Sale of Impounded Animals						
a) Dog (plus licence fee)	per animal	75.00	75.00	75.00	75.00	75.00
b) Small Animals	per animal	20.00	20.00	20.00	20.00	20.00

REGULATIONS

1. *User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.*

**SCHEDULE A-3A
ADMINISTRATION**

**BUSINESS LICENCES
BUSINESS LICENCE BYLAW NO. 1085, 2016
Effective until December 31, 2028**

The following classifications contained herein must be interpreted and applied in accordance with *Business Licence Bylaw No. 1085, 2016*, as amended.

FEE CLASSIFICATION	RATE	FEE				
		2024	2025	2026	2027	2028
Accounting & Bookkeeping Service	per year	115.00	115.00	115.00	115.00	115.00
Automobile Dealer	per year	595.00	595.00	595.00	595.00	595.00
Auto/Industrial Repair & Service	per year	170.00	170.00	170.00	170.00	170.00
Auto Washing/Cleaning/Polishing	per year	170.00	170.00	170.00	170.00	170.00
Auto Recycling	per year	170.00	170.00	170.00	170.00	170.00
Auto Towing	per year	170.00	170.00	170.00	170.00	170.00
Bank / Credit Union	per year	595.00	595.00	595.00	595.00	595.00
Finance/Loan/Mortgage/Investment Company	per year	595.00	595.00	595.00	595.00	595.00
Beer & Wine Making Shop	per year	115.00	115.00	115.00	115.00	115.00
Building Rental - Storage	per year	75.00	75.00	75.00	75.00	75.00
Residential Accomodations						
0 to 5 units	per year	20.00/unit	20.00/unit	20.00/unit	20.00/unit	20.00/unit
6 to 10 units	per year	20.00/unit	20.00/unit	20.00/unit	20.00/unit	20.00/unit
11 to 25 units	per year	20.00/unit	20.00/unit	20.00/unit	20.00/unit	20.00/unit
26 to 50 units	per year	20.00/unit	20.00/unit	20.00/unit	20.00/unit	20.00/unit
51 to 100 units	per year	20.00/unit	20.00/unit	20.00/unit	20.00/unit	20.00/unit
Greater than 100 units	per year	20.00/unit	20.00/unit	20.00/unit	20.00/unit	20.00/unit
Temporary/Tourist Accomodations						
0 to 10 units	per year	20.00/unit	20.00/unit	20.00/unit	20.00/unit	20.00/unit
11 to 25 units	per year	20.00/unit	20.00/unit	20.00/unit	20.00/unit	20.00/unit
26 to 50 units	per year	20.00/unit	20.00/unit	20.00/unit	20.00/unit	20.00/unit
51 to 100 units	per year	20.00/unit	20.00/unit	20.00/unit	20.00/unit	20.00/unit
Greater than 100 units	per year	20.00/unit	20.00/unit	20.00/unit	20.00/unit	20.00/unit
Office/Commercial Rentals						
Less than 5,000 sq. ft	per year	45.00	45.00	45.00	45.00	45.00

5,001 sq. ft. to 10,000 sq. ft.	per year	90.00	90.00	90.00	90.00	90.00
10,000 sq. ft. to 25,000 sq. ft.	per year	225.00	225.00	225.00	225.00	225.00
25,001 sq. ft. to 50,000 sq. ft.	per year	450.00	450.00	450.00	450.00	450.00
Greater than 50,000 sq. ft.	per year	735.00	735.00	735.00	735.00	735.00
Carnival/Circus (per day)	per year	450.00	450.00	450.00	450.00	450.00
General Contractor	per year	180.00	180.00	180.00	180.00	180.00
Contractor - Special/Trades Contract	per year	180.00	180.00	180.00	180.00	180.00
Building - Sub-Contractor	per year	180.00	180.00	180.00	180.00	180.00
Contractor - Cement, Concrete	per year	180.00	180.00	180.00	180.00	180.00
Contractor - Electrical	per year	180.00	180.00	180.00	180.00	180.00
Contractor - Excavator/Haul/Trucking	per year	180.00	180.00	180.00	180.00	180.00
Contractor - Heating/Air Conditioning	per year	180.00	180.00	180.00	180.00	180.00
Contractor - Landscaping/Gardening	per year	180.00	180.00	180.00	180.00	180.00
Contractor - Plumbing	per year	180.00	180.00	180.00	180.00	180.00
Contractor - Refrigeration	per year	180.00	180.00	180.00	180.00	180.00
Contractor - Non-Resident	per year	200.00	200.00	200.00	200.00	200.00
Consultant	per year	180.00	180.00	180.00	180.00	180.00
Contractor - Other	per year	180.00	180.00	180.00	180.00	180.00
Daycare Facility						
Accessory Use (8 or less)	per year	60.00	60.00	60.00	60.00	60.00
Commercial (9 or more)	per year	115.00	115.00	115.00	115.00	115.00
Door to Door Sales	per year	30.00	30.00	30.00	30.00	30.00
Escort Services						
Escort Agency	per year	1125.00	1125.00	1125.00	1125.00	1125.00
Escort Service	per year	115.00	115.00	115.00	115.00	115.00
Exhibit - per day (maximum 7 days)	per day	15.00	15.00	15.00	15.00	15.00
Exhibition - per day (maximum 7 days)	per day	15.00	15.00	15.00	15.00	15.00
Farmers Market / Flea Market						
Temporary - Per Day	per day	10.00	10.00	10.00	10.00	10.00
Seasonal	per season	60.00	60.00	60.00	60.00	60.00
Annual	per year	115.00	115.00	115.00	115.00	115.00
Fuel Sales (Bulk-Wholesale)	per year	340.00	340.00	340.00	340.00	340.00
Fuel Service Station	per year	170.00	170.00	170.00	170.00	170.00
Convenience Store/Fuel Bar	per year	170.00	170.00	170.00	170.00	170.00
Heliport	per year	375.00	375.00	375.00	375.00	375.00
Home Occupation						
Home Based Business	per year	20.00	20.00	20.00	20.00	20.00

Home Industry	per year	115.00	115.00	115.00	115.00	115.00
Industrial Equipment Dealer	per year	535.00	535.00	535.00	535.00	535.00
Insurance Agency/Company	per year	340.00	340.00	340.00	340.00	340.00
Manufacturer						
279 sq. m. (3000 sq. ft.) or less	per year	115.00	115.00	115.00	115.00	115.00
280 sq. m. (5000 sq. ft.)	per year	285.00	285.00	285.00	285.00	285.00
466 sq. m. (10,000 sq. ft.)	per year	395.00	395.00	395.00	395.00	395.00
930 sq. m. (20,000 sq. ft.)	per year	565.00	565.00	565.00	565.00	565.00
over 1860 sq. m. (20,000 sq. ft.)	per year	735.00	735.00	735.00	735.00	735.00
Portable Sawmill	per year	145.00	145.00	145.00	145.00	145.00
Mobile Vendor						
Temporary - Per Month	per year	30.00	30.00	30.00	30.00	30.00
Seasonal	per season	145.00	145.00	145.00	145.00	145.00
Annual	per year	285.00	285.00	285.00	285.00	285.00
Pawnbroker	per year	340.00	340.00	340.00	340.00	340.00
Liquor Store/Beer and Wine Store	per year	230.00	230.00	230.00	230.00	230.00
Barber/Hairdresser/Beauty Parlour	per year	115.00	115.00	115.00	115.00	115.00
Publishing & Printing	per year	115.00	115.00	115.00	115.00	115.00
Accountant	per year	115.00	115.00	115.00	115.00	115.00
Barrister & Solicitor	per year	115.00	115.00	115.00	115.00	115.00
Chiropractor or Podiatrist	per year	115.00	115.00	115.00	115.00	115.00
Dentist/Dental Surgeon/Orthodontist	per year	115.00	115.00	115.00	115.00	115.00
Engineer	per year	115.00	115.00	115.00	115.00	115.00
Land Surveyor	per year	115.00	115.00	115.00	115.00	115.00
Physician & Surgeon	per year	115.00	115.00	115.00	115.00	115.00
Physiotherapist	per year	115.00	115.00	115.00	115.00	115.00
Vetrinarian	per year	115.00	115.00	115.00	115.00	115.00
Professional - Other	per year	115.00	115.00	115.00	115.00	115.00
Public House/Cabaret/Night Club						
As primary use	per year	225.00	225.00	225.00	225.00	225.00
As ancillary use	per year	595.00	595.00	595.00	595.00	595.00
Public Utilities	per year	595.00	595.00	595.00	595.00	595.00
Real Estate/Land Agent	per year	115.00	115.00	115.00	115.00	115.00
Recreation Facilities	per year	115.00	115.00	115.00	115.00	115.00
Arena/Club/Gymnasium	per year	115.00	115.00	115.00	115.00	115.00
Recycling Depot	per year	115.00	115.00	115.00	115.00	115.00
Restaurant/Coffee Shop/Cafeteria/Deli						
Under 1500 sq. ft., no liquor licence	per year	115.00	115.00	115.00	115.00	115.00

Over 1500 sq. ft., no liquor licence	per year	170.00	170.00	170.00	170.00	170.00
Under 1500 sq. ft., liquor licenced	per year	200.00	200.00	200.00	200.00	200.00
Over 1500 sq. ft., liquor licenced	per year	255.00	255.00	255.00	255.00	255.00
Retail/Wholesale (a person carrying on a retail business where such a business offers for sale to the general public four or more distinctive lines of goods, wares or merchandise)						
Department Store (2500 sq. ft or less)	per year	115.00	115.00	115.00	115.00	115.00
Department Store (2501 sq. ft. to 7000 sq. ft.)	per year	285.00	285.00	285.00	285.00	285.00
Department Store (over 7000 sq. ft).	per year	375.00	375.00	375.00	375.00	375.00
Drug Store	per year	285.00	285.00	285.00	285.00	285.00
Grocery Store	per year	285.00	285.00	285.00	285.00	285.00
Convenience Store	per year	200.00	200.00	200.00	200.00	200.00
Other Retail 140 sq. m. (1500 sq. ft) or less	per year	115.00	115.00	115.00	115.00	115.00
Other Retail 141 sq. m. to 279 sq. m. (3000 sq. ft)	per year	200.00	200.00	200.00	200.00	200.00
Other Retail 280 sq. m. to 418 sq. m. (4600 sq. ft)	per year	200.00	200.00	200.00	200.00	200.00
Other Retail 419 sq. m. to 557 sq. m. (6000 sq. ft)	per year	285.00	285.00	285.00	285.00	285.00
Other Retail 558 sq. m. and over (7500 sq. ft)	per year	285.00	285.00	285.00	285.00	285.00
Cannabis Retail Store	per year	595.00	595.00	595.00	595.00	595.00
Moving & Storage	per year	170.00	170.00	170.00	170.00	170.00
Truck Transport	per year	170.00	170.00	170.00	170.00	170.00
Courier Service	per year	170.00	170.00	170.00	170.00	170.00
Parcel Pick Up & Delivery	per year	170.00	170.00	170.00	170.00	170.00
Warehousing (Storage)						
465 sq. m. (5000 sq. ft.) or less	per year	115.00	115.00	115.00	115.00	115.00
466 sq. m. (10,000 sq. ft.)	per year	200.00	200.00	200.00	200.00	200.00
over 929 sq. m. (10,000 sq. ft.)	per year	285.00	285.00	285.00	285.00	285.00
Transportation						
Moving and Storage	per year	170.00	170.00	170.00	170.00	170.00
Truck Transport	per year	170.00	170.00	170.00	170.00	170.00
Courier Service	per year	170.00	170.00	170.00	170.00	170.00
Parcel Pick up and Delivery	per year	170.00	170.00	170.00	170.00	170.00
Public Transportation						
Limousine / Charter Services	per year	105.00	105.00	105.00	105.00	105.00
Taxi	per year	105.00	105.00	105.00	105.00	105.00
Travel Service / Travel Agent	per year	105.00	105.00	105.00	105.00	105.00
Vending Macine Agent / Distributor (per machine)**	per year	15.00	15.00	15.00	15.00	15.00
**No licence required if the owner is otherwise licensed in the District.						

Warehousing (Storage)						
Up to 5,000 sq. ft.	per year	115.00	115.00	115.00	115.00	115.00
5,001 sq. ft. to 10,000 sq. ft.	per year	200.00	200.00	200.00	200.00	200.00
over 10,000 sq. ft.	per year	285.00	285.00	285.00	285.00	285.00
Wholesale	per year	285.00	285.00	285.00	285.00	285.00
Wrecking Yard	per year	170.00	170.00	170.00	170.00	170.00
Other Business						
Animal Kennels	per year	115.00	115.00	115.00	115.00	115.00
Bed and Breakfast	per year	115.00	115.00	115.00	115.00	115.00
Campground/Tent & Trailer Park	per year	115.00	115.00	115.00	115.00	115.00
Catering Service	per year	115.00	115.00	115.00	115.00	115.00
Cold Storage Lockers or Ice Plant	per year	115.00	115.00	115.00	115.00	115.00
Collection Agent/Credit Bureau/Process Servers	per year	115.00	115.00	115.00	115.00	115.00
Seasonal Concession/Snack Bar	per year	60.00	60.00	60.00	60.00	60.00
Dental Mechanic/Laboratory	per year	115.00	115.00	115.00	115.00	115.00
Drafting and/or Design Service	per year	115.00	115.00	115.00	115.00	115.00
Funeral Parlour/Undertaker	per year	115.00	115.00	115.00	115.00	115.00
Garden Centre (Commercial)	per year	115.00	115.00	115.00	115.00	115.00
Home Crafts	per year	60.00	60.00	60.00	60.00	60.00
Investments and/or Securities Agent/Company	per year	340.00	340.00	340.00	340.00	340.00
Janitor/Cleaning Service	per year	115.00	115.00	115.00	115.00	115.00
Monument Works & Memorials	per year	115.00	115.00	115.00	115.00	115.00
Optical Laboratory/Optician	per year	115.00	115.00	115.00	115.00	115.00
Public Stenographer <i>or</i> Telephone Answering Service	per year	115.00	115.00	115.00	115.00	115.00
Public Stenographer <i>and</i> Telephone Answering Service	per year	115.00	115.00	115.00	115.00	115.00
Rental Service/Shop	per year	115.00	115.00	115.00	115.00	115.00
School - Trades (Driving/Harddressing, etc.)***	per year	115.00	115.00	115.00	115.00	115.00
School - Arts and/or Craft (Dancing, Music, etc.)***	per year	115.00	115.00	115.00	115.00	115.00
School - Industrial Trades Centre***	per year	115.00	115.00	115.00	115.00	115.00
<i>***Instructors operating solely under a Continuing Education Program do not require a Business Licence***</i>						
Student Seasonal Business***	per year	115.00	115.00	115.00	115.00	115.00
<i>***A business operating during the months of May, June, July, and August by a student enrolled in and regularly attending a School, College, or University***</i>						
Tree Topping Service/Tree or Yard Spraying	per year	115.00	115.00	115.00	115.00	115.00
Upholstery Shop	per year	115.00	115.00	115.00	115.00	115.00
Unclassified / Other Business	per year	115.00	115.00	115.00	115.00	115.00
Licence Transfer Fee	per year	10.00	10.00	10.00	10.00	10.00

REGULATIONS

1. *User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.*

**SCHEDULE A-4
ADMINISTRATION**

CEMETERY RATES

**DISTRICT OF HOUSTON MUNICIPAL CEMETERY BYLAW NO. 970, 2009
& MOUNTAINVIEW CEMETERY BYLAW NO. 1023, 2012**

FEE CLASSIFICATION		RATE	FEE				
			2024	2025	2026	2027	2028
1. Cemetery Licence							
a)	Full Plot - Resident	per plot	277.80	284.60	291.40	298.20	305.00
	Including Care Fund Contribution		70.00	71.75	73.50	75.25	77.00
b)	Full Plot - Non-Resident	per plot	427.70	438.15	448.60	459.05	469.50
	Including Care Fund Contribution		107.40	110.05	112.70	115.35	118.00
c)	Cremation Plot - Resident	per plot	111.50	114.25	117.00	119.75	122.50
	Including Care Fund Contribution		28.45	29.15	29.85	30.55	31.25
d)	Cremation Plot - Non-Resident	per plot	150.45	154.15	157.85	161.55	165.25
	Including Care Fund Contribution		37.70	38.65	39.60	40.55	41.50
e)	Columbarium Niche - Resident	per plot	777.25	796.25	815.25	834.25	853.25
	Including Care Fund Contribution		77.90	79.80	81.70	83.60	85.50
f)	Columbarium Niche - Non-Resident	per plot	1,082.15	1,108.55	1,134.95	1,161.35	1,187.75
	Including Care Fund Contribution		108.65	111.30	113.95	116.60	119.25
g)	Cemetery Licence Transfer*	per licence	22.55	23.10	23.65	24.20	24.75
2. Interment Permit							
a)	Weekday Interment, 7:00 A.M. to 3:00 P.M.						
	i. Interment in Full Plot (includes grave liner)	per interment	770.15	922.80	1,075.45	1,228.10	1,380.75
	ii. Cremated Remains (includes liner)	per	482.20	547.15	612.10	677.05	742.00
	iii. Interment in Columbarian Niches	per	67.70	80.65	93.60	106.55	119.50
b)	Additional fee for weekday interments after 3:00 P.M.	per interment	238.65	395.55	552.45	709.35	866.25
c)	Additional fee for weekend interment	per interment	433.35	595.70	758.05	920.40	1,082.75
3. Disinterment / Exhumation							
a)	Weekday Disinterment / Exhumation						
	i. From Plot	each	559.10	576.70	594.30	611.90	629.50
	ii. Cremated remains from plot	each	194.50	199.25	204.00	208.75	213.50
	iii. Cremated remains from niche	each	127.00	145.25	163.50	181.75	200.00
b)	Additional fee for weekend disinterment / exhumation	each	277.80	284.60	291.40	298.20	305.00

4. Cemetery Memorials and Service Fees							
a)	Single Plot Installation	per installation	196.50	219.25	242.00	264.75	287.50
b)	Single Plot Installation with Pillow Block	per installation	287.50	293.25	299.25	305.25	311.50
c)	Double Plot Installation	per installation	250.50	257.00	263.50	270.00	276.50
d)	Niche Memorial Plate with engraving	per installation	284.60	298.20	311.80	325.40	339.00
e)	Memorial Care Fund	per installation	13.20	15.40	17.60	19.80	22.00
f)	Houston Municipal Cemetery - Curbing						
	i. Single Plot	per installation	331.90	338.80	345.70	352.60	359.50
	ii. Double Plot	per installation	387.25	395.25	403.25	411.25	419.25
g)	Headstone Removal	per removal	265.00	270.50	276.00	281.75	287.50

REGULATIONS

1. *User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.*

**SCHEDULE A-5
ADMINISTRATION**

MISCELLANEOUS FEES & CHARGES

FEE CLASSIFICATION	RATE	FEE				
		2024	2025	2026	2027	2028
1. Fireworks - Bylaw No. 1050						
a) Fireworks Sale Permit	per permit	125.00	125.00	125.00	125.00	125.00
b) Fire Mitigation, per fire truck	hourly	450.00	450.00	450.00	450.00	450.00
c) Fire Mitigation, per fire fighter	hourly	49.00	49.00	49.00	49.00	49.00
2. Municipal Office Facility Rental						
a) Council Chambers*						
b) Half Day (maximum 4 hours)	per rental	60.00	60.00	60.00	60.00	60.00
c) Full Day (maximum 9 hours)	per rental	120.00	120.00	120.00	120.00	120.00
<i>*No rental may be reserved for times outside of regular office hours.</i>						
3. Open Burning - Bylaw No. 947						
a) Open Burning Permit	per permit	0.00	0.00	0.00	0.00	0.00
b) Suppression of Unpermitted Fires, per truck	hourly	450.00	450.00	450.00	450.00	450.00
c) Suppression of Unpermitted Fires, per fire fighter	hourly	49.00	49.00	49.00	49.00	49.00
4. Municipal Pins						
a) First 20 Pins (Community Groups only)*	per year	No Charge	No Charge	No Charge	No Charge	No Charge
b) Individual Pins	per pin	1.00	1.00	1.00	1.00	1.00
5. Civic Addressing - Bylaw No. 1049						
a) Change of Address by Owner's Request	per building	115.00	115.00	115.00	115.00	115.00

REGULATIONS

**Pins must be applied for using the form provided by the District of Houston from time to time. Any request for pins by any person or organization through one or more applications or groups per year will be assessed cumulatively with all applications for pins throughout the*

1. entire year. A Community Group includes non-profit societies, sports associations, community clubs, and charities which operate from a physical location in the District of Houston.

2. User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.

SCHEDULE B
INDEX - DEVELOPMENT SERVICES

- B-1 Development & Land Use Permits
- B-2 Building Permit Fees

**SCHEDULE B-1
DEVELOPMENT SERVICES**

**DEVELOPMENT & LAND USE PERMITS
DEVELOPMENT BYLAW NO. 1040, 2013**

<u>FEE CLASSIFICATION</u>		<u>RATE</u>		<u>FEE</u>				
				2024	2025	2026	2027	2028
1. Rezoning Application Fees								
a)	Zoning Amendment	per parcel		1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
b)	Official Community Plan Amendment	per parcel		1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
c)	Joint Official Community Plan & Zoning Amendment	per parcel		2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
2. Development Permit Application Fees*								
a)	For works up to \$50,000	per parcel		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
b)	For works between \$50,001 to \$250,000	per parcel		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
c)	For works between \$250,001 to \$1,000,000	per parcel		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
d)	For works greater than \$1,000,000	per parcel		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
<i>*Signs for existing developments are exempt from Development Permit application fees.</i>								
3. Variance Applications								
a)	Development Variance Application	per parcel		750.00	750.00	750.00	750.00	750.00
b)	Board of Variance Application	per parcel		750.00	750.00	750.00	750.00	750.00
c)	Temporary Use Permits	per parcel		750.00	750.00	750.00	750.00	750.00
4. Subdivision Application Fees								
a)	Fee Simple Subdivision							
	First two parcels proposed	per application		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
	Each additional parcel	per additional parcel		n/a	n/a	n/a	n/a	n/a
	Subdivision plan examination fee	per application		n/a	n/a	n/a	n/a	n/a
b)	Strata Subdivision							
	Bare Land Strata Subdivision							
	First two parcels proposed	per application		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
	Per Additional Lot	per additional parcel		n/a	n/a	n/a	n/a	n/a
	Strata Plan Examination Fee	per application		n/a	n/a	n/a	n/a	n/a
	Phased Strata Development							

	First two parcels proposed	per application	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
	Per Additional Lot	per additional parcel	n/a	n/a	n/a	n/a	n/a
	Strata Plan Examination Fee	per application	n/a	n/a	n/a	n/a	n/a
	Strata Conversion						
	First two parcels proposed	per application	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
	Per Additional Lot	per additional parcel	n/a	n/a	n/a	n/a	n/a
	Strata Plan Examination Fee	per application	n/a	n/a	n/a	n/a	n/a
	5. Other Permits						
a)	Manufactured Home Park Permit	per application	150.00	150.00	150.00	150.00	150.00
b)	Encroachments onto sidewalks to provide	annually	225.00	225.00	225.00	225.00	225.00
c)	Encroachments onto sidewalks - Other	annually	50.00	50.00	50.00	50.00	50.00
	6. Sign Application Fees						
a)	Alteration or relocation of existing sign	per application	50.00	50.00	50.00	50.00	50.00
b)	Awning, Canopy, or large projecting signs	per application	100.00	100.00	100.00	100.00	100.00
c)	Free standing, roof, or billboard signs	per application	125.00	125.00	125.00	125.00	125.00
d)	For all other signs requiring a permit	per application	50.00	50.00	50.00	50.00	50.00
e)	For any sign commenced without a permit	per sign	Double normal rate	Double normal rate	Double normal rate	Double normal rate	Double normal rate

REGULATIONS

1. User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.

**SCHEDULE B-2
DEVELOPMENT SERVICES**

**BUILDING PERMITS
BUILDING BYLAW NO. 906, 2005**

FEE CLASSIFICATION	RATE	FEE				
		2024	2025	2026	2027	2028
1. Erecting, Alteration or Placement of Building or Structure						
Permit Fee		\$7 per \$1,000 of estimated value	\$7 per \$1,000 of estimated value	\$7 per \$1,000 of estimated value	\$7 per \$1,000 of estimated value	\$7 per \$1,000 of estimated value
Plan Review Fee		\$1 per \$1,000 of estimated value	\$1 per \$1,000 of estimated value	\$1 per \$1,000 of estimated value	\$1 per \$1,000 of estimated value	\$1 per \$1,000 of estimated value
Application Fee - Estimated Value under \$25,000		50.00	50.00	50.00	50.00	50.00
Application Fee - Estimated Value \$25,000 and over		100.00	100.00	100.00	100.00	100.00
Administration Fee for all projects over \$50,000		450.00	450.00	450.00	450.00	450.00
<i>*Refundable in accordance with section 11.7 of Building Regulations Bylaw No. 906, 2005</i>						
Any project undertaken without a permit		Double normal rate	Double normal rate	Double normal rate	Double normal rate	Double normal rate
2. Miscellaneous Fees						
Plumbing	per fixture	6.75	6.75	6.75	6.75	6.75
Sprinklers - First 25 Heads	per building	6.75	6.75	6.75	6.75	6.75
Sprinklers - additional heads	per head	2.25	2.25	2.25	2.25	2.25
Demolition	per structure	56.25	56.25	56.25	56.25	56.25
Move building or structure	per structure	112.50	112.50	112.50	112.50	112.50
Re-Inspection of Rejected Work	per plan	85.00	85.00	85.00	85.00	85.00
Paving Deposits	per square foot	2.00	2.00	2.00	2.00	2.00
Landscaping Deposits	An amount equal to an acceptable quote for the required works from a qualified contractor acceptable to the District of Houston					
3. Estimated Value Guidelines*						
<i>*For single and two family dwellings, factory built homes, mobile homes and moved buildings, and buildings accessory thereto, the value of construction used to determine the permit fee shall be calculated based on the values as specified in the table. All other building types will be based on an Engineer's Estimate of the value of construction.</i>						
1. Main Floor	per square foot	112.50	112.50	112.50	112.50	112.50
2. Additional Floor(s)	per square foot	56.50	56.50	56.50	56.50	56.50
3. Garage	per square foot	34.00	34.00	34.00	34.00	34.00
4. Carport	per square foot	22.50	22.50	22.50	22.50	22.50
5. Sundeck	per square foot	22.50	22.50	22.50	22.50	22.50
6. Basement	per square foot	45.00	45.00	45.00	45.00	45.00

REGULATIONS

1. User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.

SCHEDULE C
INDEX - UTILITIES & OPERATIONS

C-1	Water Rates
C-2	Sewer Rates
C-3	Solid Waste Rates
C-4	Airport
C-5	Misc. Fees & Charges

**SCHEDULE C-1
UTILITIES & OPERATIONS**

**WATER USER RATES
WATER REGULATIONS & RATES BYLAW NO. 1063, 2014**

<u>FEE CLASSIFICATION</u>		<u>RATE</u>	<u>FEE</u>				
			<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
1. Unmetered User Rates							
	Single Family Dwelling or Duplex	per unit	414.50	414.50	414.50	414.50	414.50
	Townhouses, Apartment	per unit	341.00	341.00	341.00	341.00	341.00
	Home Business Use	per unit	341.00	341.00	341.00	341.00	341.00
	Church	per unit	409.00	409.00	409.00	409.00	409.00
	Church with Hall	per unit	716.50	716.50	716.50	716.50	716.50
	Hotel, Motel	per unit	132.00	132.00	132.00	132.00	132.00
	Restaurant / Dining Room, under 1,500 sq. ft.	per unit	682.00	682.00	682.00	682.00	682.00
	Restaurant / Dining Room, 1,500+ sq. ft.	per unit	1,364.00	1,364.00	1,364.00	1,364.00	1,364.00
	Lounge, Beer Parlour, Caberet	per unit	1,364.00	1,364.00	1,364.00	1,364.00	1,364.00
	Living Quarters	per unit	414.50	414.50	414.50	414.50	414.50
	Store, Office, Retail, Wholesale	per unit	414.50	414.50	414.50	414.50	414.50
	Garage, Service Station, Repair Shop	per unit	648.00	648.00	648.00	648.00	648.00
	School	per classroom	414.50	414.50	414.50	414.50	414.50
	Laundromat	per washer	799.00	799.00	799.00	799.00	799.00
	Industrial Plant	per parcel	1,232.50	1,232.50	1,232.50	1,232.50	1,232.50
	Curling Rink	per building	799.45	799.45	799.45	799.45	799.45
	Diagnostic Centre	per exam room	760.00	760.00	760.00	760.00	760.00
	Unspecified Users	per user	785.50	785.50	785.50	785.50	785.50
	Senior Citizen's Home	per unit	229.00	229.00	229.00	229.00	229.00
	Supermarket	per building	1,364.00	1,364.00	1,364.00	1,364.00	1,364.00
	Public Building	per building	648.00	648.00	648.00	648.00	648.00
	Public Building with Hall	per building	823.50	823.50	823.50	823.50	823.50
2. Metered User Rates							
	Capacity Charge (Based on Meter Size)						
	Up to 3/4" (19mm)	quarterly	55.00	55.00	55.00	55.00	55.00
	1" (25mm)	quarterly	61.00	61.00	61.00	61.00	61.00
	1-1/2" (38mm)	quarterly	90.50	90.50	90.50	90.50	90.50

6. Additional Meter Reading	per instance	50.00	50.00	50.00	50.00	50.00
7. Re-Inspection of Works	per instance	50.00	50.00	50.00	50.00	50.00
8. Hauled Water Rates		2024	2025	2026	2027	2028
i. Residential Customers	per m ³	2.00	2.00	2.00	2.00	2.00
ii. Commercial/Industrial Customers	per m ³	8.00	8.00	8.00	8.00	8.00

DEFINITIONS

- "Actual Cost" means the cost of labour and overhead costs, materials, freight cost on materials, equipment costs*
- and any contractor fees incurred by the District of Houston to supply the services quoted plus a 15% administrative fee.*

REGULATIONS

- User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.*

**SCHEDULE C-2
UTILITIES & OPERATIONS**

**SANITARY SEWER RATES
SEWER REGULATIONS AND RATES BYLAW NO. 1046, 2013**

FEE CLASSIFICATION	RATE	FEE				
		2024	2025	2026	2027	2028
1. User Rates						
a) Single Family Dwelling or Duplex	per unit	247.55	247.55	247.55	247.55	247.55
b) Townhouses, Apartment	per unit	247.55	247.55	247.55	247.55	247.55
c) Home Business Use	per unit	247.55	247.55	247.55	247.55	247.55
d) Mobile or Manufactured Home Park (based on occupancy as of October 31 in the previous year)	per unit	247.55	247.55	247.55	247.55	247.55
e) Church without Hall	per unit	247.55	247.55	247.55	247.55	247.55
f) Church with Hall	per unit	493.65	493.65	493.65	493.65	493.65
g) Hotel, Motel	per unit	128.60	128.60	128.60	128.60	128.60
h) Restaurant / Dining Room, under 1,500 sq. ft.	per unit	247.55	247.55	247.55	247.55	247.55
i) Restaurant / Dining Room, 1,500+ sq. ft.	per unit	62.60	62.60	62.60	62.60	62.60
j) Lounge, Beer Parlour, Caberet	per unit	62.60	62.60	62.60	62.60	62.60
k) Living Quarters	per unit	247.55	247.55	247.55	247.55	247.55
l) Store, Office, Retail, Wholesale	per unit	247.55	247.55	247.55	247.55	247.55
m) Garage, Service Station, Repair Shop	per unit	493.65	493.65	493.65	493.65	493.65
n) School	per classroom	247.55	247.55	247.55	247.55	247.55
o) plus room for staff	per room	247.55	247.55	247.55	247.55	247.55
p) Laundromat	per washer	180.10	180.10	180.10	180.10	180.10
q) Industrial Plant	per parcel	493.65	493.65	493.65	493.65	493.65
r) Curling Rink	per building	496.65	496.65	496.65	496.65	496.65
s) Arena	per building	988.65	988.65	988.65	988.65	988.65
t) Diagnostic Centre	per exam room	247.55	247.55	247.55	247.55	247.55
u) Miscellaneous Other Users	per user	493.65	493.65	493.65	493.65	493.65
v) Senior Citizen's Home	per unit	247.55	247.55	247.55	247.55	247.55
w) Supermarket	per unit	563.40	563.40	563.40	563.40	563.40
Additional Charge - Meat Processing	per unit	563.40	563.40	563.40	563.40	563.40
x) Public Building	per building	493.65	493.65	493.65	493.65	493.65
y) Public Building with Hall	per building	493.65	493.65	493.65	493.65	493.65
z) Sanitary Sewage Dumping	per cubic metre	7.20	7.20	7.20	7.20	7.20

2. Sewer Connection Fees							
a)	Standard 4" (100mm) Pipe						
	i. May 1 - November 30	per installation	1,586.75	1,923.50	2,260.25	2,597.00	2,933.76
	ii. December 1 - April 30	per installation	Actual Cost (min 1586.75)	Actual Cost (min 1923.50)	Actual Cost (min 2260.25)	Actual Cost (min 2597.00)	Actual Cost (min 2933.76)
b)	All connections above 4" (100mm)	per installation	Actual Cost (min 1586.75)	Actual Cost (min 1923.50)	Actual Cost (min 2260.25)	Actual Cost (min 2597.00)	Actual Cost (min 2933.76)
c)	Installation of service connection requiring replacement of pavement, <u>including</u> installation charges 2(a) and (b)		Actual Cost (min 1586.75)	Actual Cost (min 1923.50)	Actual Cost (min 2260.25)	Actual Cost (min 2597.00)	Actual Cost (min 2933.76)
d)	Installation of service connection in High Water Table Area including to installation charges 2(a) and (b)		Actual Cost (min 1586.75)	Actual Cost (min 1923.50)	Actual Cost (min 2260.25)	Actual Cost (min 2597.00)	Actual Cost (min 2933.76)
3. Sewer Disconnection Fee							
	Minimum charge	per instance	205.00	205.00	205.00	205.00	205.00
4. Re-Inspection of Works							
		per instance	50.00	50.00	50.00	50.00	50.00
5. Hauled Sewage Disposal							
	i. Residential Customers	per m ³ capacity of storage	8.00	8.00	8.00	8.00	8.00
	ii. Commercial/Industrial Customers	per m ³ capacity of storage	8.00	8.00	8.00	8.00	8.00

DEFINITIONS

1. "Actual Cost" means the cost of labour and overhead costs, materials, freight cost on materials, equipment costs and any contractor fees incurred by the District of Houston to supply the services quoted plus a 15% administrative fee.

REGULATIONS

1. User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.

**SCHEDULE C-3
UTILITIES & OPERATIONS**

**SOLID WASTE PICK-UP RATES
SOLID WASTE REGULATIONS & RATES BYLAW NO. 1044, 2013**

<u>FEE CLASSIFICATION</u>	<u>RATE</u>	<u>FEE</u>				
		<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
1. User Rates - Inside Collection Area						
a) Residential	per unit	134.50	134.50	134.50	134.50	134.50
b) Commercial - No Bin Service	per premises	159.00	159.00	159.00	159.00	159.00
c) Institutional	per premises	134.50	134.50	134.50	134.50	134.50
d) Tag-a-Cart (Additional Bins)*	per tag/bin	4.00	4.00	4.00	4.00	4.00
<i>*Tag-a-Cart Service is a single-use service.</i>						
2. User Rates - Outside Collection Area						
a) Optional Residential Service						
i. Inside District Boundaries	per unit	159.00	159.00	159.00	159.00	159.00
ii. Outside District Boundaries*	per unit	189.50	189.50	189.50	189.50	189.50

REGULATIONS

1. User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.

**SCHEDULE C-4
UTILITIES & OPERATIONS**

AIRPORT USAGE

<u>FEE CLASSIFICATION</u>		<u>RATE</u>	<u>FEE</u>				
			<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
1. Aircraft Parking							
	Personal Use	monthly per aircraft	25.00	25.00	25.00	25.00	25.00
	Commercial Use*	weekly per aircraft	115.00	115.00	115.00	115.00	115.00
		monthly per aircraft	395.00	395.00	395.00	395.00	395.00
<i>*The monthly rate shall only apply for aircraft to be parked at the airport for a period of 30 days.</i>							
2. Non-Aircraft Usage							
	Driver Training	daily	200.00	200.00	200.00	200.00	200.00
	Special Events	daily	200.00	200.00	200.00	200.00	200.00
		maximum	800.00	800.00	800.00	800.00	800.00
3. Damage Deposits							
	Special Event - Low Risk	per event	225.00	225.00	225.00	225.00	225.00
	Special Event - Moderate Risk	per event	450.00	450.00	450.00	450.00	450.00
	Special Event - High Risk (i.e. Motor Sports)	per event	1,125.00	1,125.00	1,125.00	1,125.00	1,125.00
	Fuel Storage & Clean-Up	per use	1,125.00	1,125.00	1,125.00	1,125.00	1,125.00
4. Winter Use							
	Runway Clearing	per use	Actual Cost	Actual Cost	Actual Cost	Actual Cost	Actual Cost

DEFINITIONS

1. "Actual Cost" means the cost of labour and overhead costs, materials, freight cost on materials, equipment costs and any contractor fees incurred by the District of Houston to supply the services quoted plus a 15% administrative fee.

REGULATIONS

1. User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.

**SCHEDULE C-5
UTILITIES & OPERATIONS**

MISCELLANEOUS FEES & CHARGES

	<u>FEE CLASSIFICATION</u>	<u>RATE</u>	<u>FEE</u>				
			<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
1. Barricades							
	For each barricade used	daily	6.00	6.00	6.00	6.00	6.00
	Damage Deposit, 5 barricades or less	per rental	57.00	57.00	57.00	57.00	57.00
	Damage Deposit, 6 barricades or more	per rental	113.00	113.00	113.00	113.00	113.00
2. Miscellaneous Utility Connections							
	Storm Drain Connection Fee	per connection	507.00	507.00	507.00	507.00	507.00
3. Water Conservation Exceptions Permit							
	Permit Application	per application	57.00	57.00	57.00	57.00	57.00
4. Highway Access Permit							
	Residential Driveway	per access	113.00	113.00	113.00	113.00	113.00
	Industrial or Commercial Driveway	per access	169.00	169.00	169.00	169.00	169.00
	Other Driveways (no curb, gutter, paved street)	per access	Fee as stated above plus cost of culvert				

REGULATIONS

1. User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.

SCHEDULE D
INDEX - LEISURE SERVICES

D-1	Leisure Facility User Rates
D-2	Arena User Rates
D-3	Community Hall User Rates
D-4	Parks & Campsites User Rates
D-5	Misc. Fees & Charges

**SCHEDULE D-1
LEISURE SERVICES**

**LEISURE FACILITY USER RATES
(3400 14th Street)**

<u>FEE CLASSIFICATION</u>		<u>RATE</u>	<u>FEE</u>				
			<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
1.	<u>Single Admission Rates</u>						
	Under 3	per person	0.00	0.00	0.00	0.00	0.00
	Preschool (Age 3-5 years)	per person	1.10	1.10	1.10	1.10	1.10
	Child (6-12 years)	per person	3.30	3.30	3.30	3.30	3.30
	Youth (Age 13-18 years)	per person	4.40	4.40	4.40	4.40	4.40
	Adult (Age 19-59 years)	per person	6.10	6.70	7.30	7.90	8.50
	Senior (Age 60+ years)	per person	5.00	5.60	6.20	6.80	7.40
	Family	per unit	12.70	13.30	13.90	14.50	15.10
2.	<u>10 Pre-Purchased Admissions</u>	<u>RATE</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
	Under 3	per person	0.00	0.00	0.00	0.00	0.00
	Preschool (Age 3-5 years)	per person	9.90	9.90	9.90	9.90	9.90
	Child (6-12 years)	per person	29.70	29.70	29.70	29.70	29.70
	Youth (Age 13-18 years)	per person	39.60	39.60	39.60	39.60	39.60
	Adult (Age 19-59 years)	per person	54.90	60.30	65.70	71.10	76.50
	Senior (Age 60+ years)	per person	45.00	50.40	55.80	61.20	66.60
	Family	per unit	114.30	119.70	125.10	130.50	135.90
3.	<u>25 Pre-Purchased Admissions</u>	<u>RATE</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
	Under 3	per person	0.00	0.00	0.00	0.00	0.00
	Preschool (Age 3-5 years)	per person	22.00	22.00	22.00	22.00	22.00
	Child (6-12 years)	per person	66.00	66.00	66.00	66.00	66.00
	Youth (Age 13-18 years)	per person	88.00	88.00	88.00	88.00	88.00
	Adult (Age 19-59 years)	per person	134.20	147.40	160.60	173.80	187.00
	Senior (Age 60+ years)	per person	110.00	123.20	136.40	149.60	162.80
	Family	per unit	279.40	292.60	305.80	319.00	332.20

4. Weekly Memberships	RATE	2024	2025	2026	2027	2028
Under 3	per pass	0.00	0.00	0.00	0.00	0.00
Preschool (Age 3-5 years)	per pass	5.50	5.50	5.50	5.50	5.50
Child (6-12 years)	per pass	16.50	16.50	16.50	16.50	16.50
Youth (Age 13-18 years)	per pass	22.00	22.00	22.00	22.00	22.00
Adult (Age 19-59 years)	per pass	41.54	45.63	49.72	53.80	57.89
Senior (Age 60+ years)	per pass	34.05	38.14	42.22	46.31	50.40
Family	per pass	86.49	90.58	94.66	98.75	102.84
5. 1-Month Memberships	RATE	2024	2025	2026	2027	2028
Under 3	per pass	0.00	0.00	0.00	0.00	0.00
Preschool (Age 3-5 years)	per pass	11.00	11.00	11.00	11.00	11.00
Child (6-12 years)	per pass	33.00	33.00	33.00	33.00	33.00
Youth (Age 13-18 years)	per pass	44.00	44.00	44.00	44.00	44.00
Adult (Age 19-59 years)	per pass	61.00	67.00	73.00	79.00	85.00
Senior (Age 60+ years)	per pass	50.00	56.00	62.00	68.00	74.00
Family	per pass	127.00	133.00	139.00	145.00	151.00
6. 3-Month Memberships	RATE	2024	2025	2026	2027	2028
Under 3	per pass	0.00	0.00	0.00	0.00	0.00
Preschool (Age 3-5 years)	per pass	24.75	24.75	24.75	24.75	24.75
Child (6-12 years)	per pass	74.25	74.25	74.25	74.25	74.25
Youth (Age 13-18 years)	per pass	99.00	99.00	99.00	99.00	99.00
Adult (Age 19-59 years)	per pass	152.50	167.50	182.50	197.50	212.50
Senior (Age 60+ years)	per pass	125.00	140.00	155.00	170.00	185.00
Family	per pass	317.50	332.50	347.50	362.50	377.50

7. Annual Memberships - Full Payment							
		<u>RATE</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
	Under 3	per pass	0.00	0.00	0.00	0.00	0.00
	Preschool (Age 3-5 years)	per pass	99.00	99.00	99.00	99.00	99.00
	Child (6-12 years)	per pass	297.00	297.00	297.00	297.00	297.00
	Youth (Age 13-18 years)	per pass	396.00	396.00	396.00	396.00	396.00
	Adult (Age 19-59 years)	per pass	518.50	569.50	620.50	671.50	722.50
	Senior (Age 60+ years)	per pass	425.00	476.00	527.00	578.00	629.00
	Family	per pass	1,079.50	1,130.50	1,181.50	1,232.50	1,283.50
	Corporate Discount (Min. 5 Passes)	per pass	10%	10%	10%	10%	10%
8. Annual Memberships - Monthly Payments							
		<u>RATE</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
	Under 3	per pass	0.00	0.00	0.00	0.00	0.00
	Preschool (Age 3-5 years)	per pass	9.10	9.10	9.10	9.10	9.10
	Child (6-12 years)	per pass	27.25	27.25	27.25	27.25	27.25
	Youth (Age 13-18 years)	per pass	36.30	36.30	36.30	36.30	36.30
	Adult (Age 19-59 years)	per pass	47.53	52.20	56.88	61.55	66.23
	Senior (Age 60+ years)	per pass	38.96	43.63	48.31	52.98	57.66
	Family	per pass	98.95	103.63	108.30	112.98	117.65
	Corporate Discount (Min. 5 Passes)	per pass	10%	10%	10%	10%	10%
9. Private Pool Rentals							
		<u>RATE</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
	Pool Rental - 5 to 49 people (min. 5 adults)	Hourly	71.40	73.30	75.20	77.10	79.00
	Pool Rental - 50 to 74 people (min. 10 adults)	Hourly	99.60	102.20	104.80	107.40	110.00

	Pool Rental - 75 to 100 people (min. 10 adults)	Hourly	127.80	131.10	134.40	137.70	141.00
	Swim at School (School 1/2 hour Instruction Session)*	Semi-Hourly	28.20	28.90	29.60	30.30	31.00
	*One time cost per student for Certification Admin	Per Student	3.00	3.25	3.50	3.75	4.00
10.	<u>Private Lane Rentals</u>	<u>RATE</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
	Lane Rental - Commercial	Hourly	17.00	17.50	18.00	18.50	19.00
	Lane Rental - Not for Profit	Hourly	13.60	13.95	14.30	14.65	15.00
	Lane Rental - Houston Swim Club Practices	Hourly	10.32	10.74	11.16	11.58	12.00
11.	<u>Special Event Swims*</u>		<u>2024 - 2028</u>				
	Toonie Swims	per person	2.00				
	Mother's Day Swim		Mother swims free of charge				
	Father's Day Swim		Father swims free of charge				
	Bring a Buddy Swim		2 Admissions for the price of 1				
	<i>*Requires Authorized Representative's approval prior to advertisement</i>						
12.	<u>Locker Rental</u>	<u>RATE</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
	Single Visit Use	per use	0.59	0.63	0.67	0.71	0.75
	Annual Use with Membership	Annually	73.30	75.10	76.90	78.70	80.50
	Reserved Locker Annual Use	Annually	112.75	115.50	118.25	121.00	123.75
	Reserved Locker Swim Club Athlete Annual Use	Annually	112.75	115.50	118.25	121.00	123.75
13.	<u>Swim Lessons</u>	<u>RATE</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
	Private Swim Lessons, per session	Hourly	45.10	46.20	47.30	48.40	49.50

	Preschool Lessons (1/2 Hour), 10 sessions	per student	49.75	51.00	52.25	53.50	54.75
	Lessons (1/2 Hour), 10 sessions	per student	49.75	51.00	52.25	53.50	54.75
	Lessons (3/4 Hour), 10 sessions	per student	56.40	57.80	59.20	60.60	62.00
	Lessons (1 Hour), 10 sessions	per student	62.05	63.60	65.15	66.70	68.25
		<u>RATE</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
14.	Booking Cancellation Fee	per occurrence	50.00	50.00	50.00	50.00	50.00

DEFINITIONS

The following terms are defined herein as follows:

1. **"Swim Club"** means the Houston Aquatic Club.
2. **"Swim Club Athlete"** means active participants as defined by the list provided by the Swim Club.
3. **"Commercial"** means a company, individual or group using a facility for the purpose of generating a profit, excluding not-for-profit fundraising.
4. **"Not for Profit"** means a community service group, register non-profit society, or a registered charity.

REGULATIONS

1. The Authorized Representative may provide for such discounts, special offers, promotions, and other programs designed to promote leisure activities as approved by Council.
2. The District reserves the right to refuse a rental request for any reason.
3. No child under the age of 8 shall be admitted unless accompanied by an adult.

4. *Any commercial entity or organization which purchases 5 or more annual memberships shall be eligible for a 10% discount for every membership purchased.*
5. *Merchandise Sales: Merchandise sold at the Leisure Facility may be marked up 100% of wholesale cost at the time of purchase.*
6. *Leisure Services Programs not identified above will be charged at cost divided by the total number of minimum registrants as determined by the Authorized Representative to run the program.*
7. *User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.*

**SCHEDULE D-2
LEISURE SERVICES**

**CLAUDE A. PARISH MEMORIAL ARENA USER RATES
(3400 14th Street)**

	FEE CLASSIFICATION	RATE	FEE				
			2024	2025	2026	2027	2028
1.	Arena Admission Rates						
	Public Skating	per person	1.00	1.75	2.50	3.25	4.00
	Drop-in Hockey	per person	5.60	5.70	5.80	5.90	6.00
2.	Arena Ice Rentals						
	Subsidized Minor Non-Prime Time	Hourly	44.50	44.50	44.50	44.50	44.50
	Subsidized Minor Prime Time	Hourly	62.75	62.75	62.75	62.75	62.75
	Standard	Hourly	138.80	152.10	165.40	178.70	192.00
	Commercial	Hourly	200.60	212.95	225.30	237.65	250.00
	Dressing Room / Office Rental	Annually	163.50	167.50	171.50	175.50	179.50
	Storage Locker Rental	Annually	136.35	139.70	143.05	146.40	149.75
2.	Refunds						
	14 or more days notice	Per Booking	100%	100%	100%	100%	100%
	7 - 13 days notice	Per Booking	50%	50%	50%	50%	50%
	0 to 6 days notice	Per Booking	0%	0%	0%	0%	0%
3.	Private Rentals - Dry Floor						
	Subsidized Minor	Hourly	21.50	21.50	21.50	21.50	21.50
	Standard	Hourly	54.00	65.00	76.00	87.00	98.00
	Commercial	Hourly	81.00	98.25	115.50	132.75	150.00
4.	Damage Deposit - Dry Floor						
	Low-Risk	per booking	250.00	250.00	250.00	250.00	250.00
	High-Risk	per booking	500.00	500.00	500.00	500.00	500.00
4.	Private Room Rentals - Arena						
	Viewing Room Rental	Hourly	17.20	17.90	18.60	19.30	20.00
5.	Damage Deposit - Room Rentals						
	Non-Alcoholic Event	per booking	55.00	55.00	55.00	55.00	55.00
	Events with Alcohol	per booking	250.00	250.00	250.00	250.00	250.00

DEFINITIONS

Subsidized Minor

1. *Rate applicable for all rentals by Houston based non-profit groups providing services for youth*

Standard

2. *Any individual or organization which does not fall under the "Minor" or "Commercial" rate class definitions.*

Commercial

3. *Any rental by an individual, company or organization which is engaged in the pursuit of business for profit.*

High Risk Event

4. *Includes festivals, parades, beer gardens, special events involving liquor licences and motor activities.*

Low Risk Event

5. *Any rental which does not fall under the "high risk" definition.*

Non-Prime Time

6. *6:00AM to 3:00PM on days when school is in session. Excludes holidays and non-instructional days.*

Prime Time

7. *Any hours that are outside of non-prime time*

REGULATIONS

1. *The Authorized Representative may provide for such discounts, special offers, promotions, and other programs designed to promote leisure activities as approved by Council.*
2. *The District reserves the right to refuse a rental request for any reason.*
3. *Rates will adjust annually starting on September 1, 2024, as indicated in the Fee Column.*
4. *All prices listed above include applicable sales taxes.*

**SCHEDULE D3
LEISURE SERVICES**

**COMMUNITY HALL RENTAL RATES
(2302 Butler Avenue)**

FEE CLASSIFICATION		RATE	2024	2025	2026	2027	2028	2024	2025	2026	2027	2028
1. Event Rates												
Special Event	per event		604.80	619.60	634.40	649.20	664.00	487.00	499.00	511.00	523.00	535.00
2. Day Rates												
Main Hall (does not include kitchen use)	Daily		287.00	294.00	301.00	308.00	315.00	230.80	236.60	242.40	248.20	254.00
Main Hall Decorating Time - Full Day	Daily		82.00	84.00	86.00	88.00	90.00	66.80	68.60	70.40	72.20	74.00
Main Hall Decorating Time - Half Day	Daily		41.00	42.00	43.00	44.00	45.00	33.40	34.30	35.20	36.10	45.00
Kitchen	Daily		128.20	131.40	134.60	137.80	141.00	102.60	105.20	107.80	110.40	113.00
Basement Rooms	Daily		153.75	157.50	161.25	165.00	168.75	123.00	126.00	129.00	132.00	135.00
3. Hourly Rates												
Main Hall	Hourly		30.80	31.60	32.40	33.20	34.00	25.80	26.60	27.40	28.20	29.00
Kitchen (minimum 2 hr rental)	Hourly		30.80	31.60	32.40	33.20	34.00	25.80	26.60	27.40	28.20	29.00
Basement Rooms	Hourly		17.00	17.50	18.00	18.50	19.00	14.00	14.50	15.00	15.50	16.00

4. Special Uses	RATE	2024	2025	2026	2027	2028
Funerals	per event	51.40	52.80	54.20	55.60	57.00
Political Forums for the benefit of the community, hosted by the Municipality or the Chamber of Commerce	per event	No Charge	No Charge	No Charge	No Charge	No Charge
Remembrance Day Services	per event	No Charge	No Charge	No Charge	No Charge	No Charge
National Indigenous Peoples Day Services	per event	No Charge	No Charge	No Charge	No Charge	No Charge
5. Additional Services						
Damage Deposit - Non-Alcoholic Event	per event	250.00	250.00	250.00	250.00	250.00
Damage Deposit - Alcoholic Event	per event	500.00	500.00	500.00	500.00	500.00
Liability Insurance	-	Actual Cost	Actual Cost	Actual Cost	Actual Cost	Actual Cost
SOCAN Fees	-	Actual Cost	Actual Cost	Actual Cost	Actual Cost	Actual Cost
Key Deposit	per event	50.00	50.00	50.00	50.00	50.00

REGULATIONS

1. The **Standard Rate** shall apply to all bookings at the Community Hall, except for those groups specified as being eligible for the **Discount Rate**.

*The **Discount Rate** may be available to District of Houston based individuals, as well as not-for-profit groups, charitable organizations or registered societies with the primary purpose of community service and where the local community is the beneficiary. Organizations are not eligible for this rate when hosting conferences, conventions, tradeshow or consumer shows. Eligibility for the discount rate will be determined by the Authorized Representative or their designate.*

*A **Damage Deposit** shall be levied for all uses of the Main Hall or Kitchen, and is refundable within two weeks provided that there is no damage to the facility. Any damaged to the building or contents during any rental will be charged to the Lessee.*

***Decorating Time (Full Day)** for any booking shall occur only after 5:00 P.M. on the day before the booking, and is subject to availability. Half Day decorating shall occur starting at 12:00PM on the day before the booking, and is subject to availability.*

*The **Special Event** rate includes two days of facility rental, including the Main Hall, Kitchen and meeting rooms, a half day for preparation time prior to the event, and a half day for clean-up following the event.*

Keys for the Community Hall shall be issued prior to the event upon payment of a Key Deposit, and must be returned on the first business day following the event.

The Lessee shall provide a copy of insurance coverage showing the District of Houston as an additional insured for all uses of the Community Hall.

If an event occurring in the Community Hall involves alcohol, proof of current and valid liquor licence must be provided to the District of Houston no shorter than 5 days before the event.

User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.

**SCHEDULE D-4
LEISURE SERVICES**

**PARKS & CAMPSITES RATES
PARKS REGULATIONS & RATES BYLAW NO. 1034, 2013**

1.	<u>FEE CLASSIFICATION</u>	<u>RATE</u>	<u>FEE</u>				
	<u>By-Mac Park Campsite</u>		<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
	Daily Camping - Rustic	daily per site	14.00	18.00	22.00	26.00	30.00
	Daily Camping - Partial Service	daily per site	20.00	24.00	28.00	32.00	36.00
	Daily Camping - Full Service	daily per site	25.00	29.00	33.00	37.00	41.00
	Weekly Camping - Rustic	weekly per site	100.00	119.00	138.00	157.00	174.00
	Weekly Camping - Partial Service	weekly per site	125.00	143.00	161.00	179.00	194.00
	Weekly Camping - Full Service	weekly per site	175.00	193.00	211.00	229.00	246.00
2.	<u>Municipal Parks</u>						
	Regular Sport Use - Adult	Seasonally	195.40	205.80	216.20	226.60	237.00
	Regular Sport Use - Youth	Seasonally	125.00	125.00	125.00	125.00	125.00
	Special Event - Adult	Daily	179.60	189.20	198.80	208.40	218.00
		per event	358.60	377.20	395.80	414.40	433.00
	Special Event - Youth	Daily	115.00	115.00	115.00	115.00	115.00
		per event	285.00	285.00	285.00	285.00	285.00

Special Event - Commercial	Daily	358.60	377.20	395.80	414.40	433.00
	per event	595.60	626.20	656.80	687.40	718.00
Low Risk Damage Deposit	per booking	400.00	400.00	400.00	400.00	400.00
High Risk Damage Deposit	per booking	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
3. Amphitheatre (Jamie Baxter)						
Half Day Rental (up to 5 hours)	daily	116.20	122.40	128.60	134.80	141.00
Full Day Rental (5+ hrs)	daily	221.80	233.60	245.40	257.20	269.00
Low Risk Damage Deposit	per booking	400.00	500.00	500.00	500.00	500.00
High Risk Damage Deposit	per booking	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00

DEFINITIONS

1. **"Not for Profit"** means a community service group, registered non-profit society, or a registered charity.
2. **"Commercial"** means a company, individual or group using a facility for the purposes of generating a profit, excluding not-for-profit fundraising.
3. **"High Risk"** includes festivals, parades, beer gardens, special events involving liquor licences, and motor activities.
4. **"Low Risk"** includes all event types which are not included as a high risk event.

REGULATIONS

- Any damage deposit paid to the District shall be refunded provided that no damage has been done to the*
- 1. facility being rented. Any costs incurred by the District of Houston for repairing any damage will be deducted from the refundable portion of the damage deposit.*
 - 2. The Amphitheatre shall also include 100 sq. m. of area immediately in front of the amphitheatre, extending by 10 metres in length by 10 metres in width.*
 - 3. User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.*

**SCHEDULE D-5
LEISURE SERVICES**

MISCELLANEOUS FEES & CHARGES

	FEE CLASSIFICATION	RATE	2024	2025	2026	2027	2028
1.	Chair Rental	daily per chair	1.25	1.25	1.25	1.25	1.25
2.	Table Rental	daily per chair	5.75	5.75	5.75	5.75	5.75
3.	Damage Deposit						
	5 or less tables or chairs	per event	60.00	60.00	60.00	60.00	60.00
	6 to 20 tables or chairs	per event	150.00	150.00	150.00	150.00	150.00
	21 or more tables or chairs	per event	250.00	250.00	250.00	250.00	250.00

REGULATIONS

1. *Tables and chairs from the Community Hall or the Arena Viewing Room are not available for rental outside of the facility except as authorized by a resolution of Council.*
2. *Only surplus chairs stored at the Public Works Shop are available for rental without Council's authorization.*
3. *Damage deposits collected pursuant to this Schedule will be refunded to the payee after such equipment is returned in a condition to the satisfaction of the District.*
4. *If any equipment which was rented by a payee and is damaged as a result of the payee's rental or transportation to or from District facilities, the District may withhold an amount equal to the cost of replacing any damaged chairs or tables.*
5. *User fees specified under this schedule will be adjusted annually and become effective on January 1, 2024.*