

BYLAW 1748-25

BYLAW 1748-25 of the County of Stettler No. 6 being a bylaw for the purpose of establishing and maintaining a schedule of fees for services, information, applications or appeals provided to the public.

WHEREAS, in accordance with the Municipal Government Act, Chapter M-26 RSA 2000 and amendments thereto, the Council for a Municipality may set fees for goods and services provided;

NOW THEREFORE, the Council of the County of Stettler No. 6, in the Province of Alberta, duly assembled enacts the following:

1. Title
 - 1.1. This Bylaw may be cited as "The Fee Bylaw"
2. Definitions
 - 2.1. "CAO" means the Chief Administrative Officer of the County; and
 - 2.2. "County" means the County of Stettler No. 6.
3. Application
 - 3.1. The fees and charges payable for services and good provided by the County shall be as outlined in Schedules A, B, C, D, and E
 - 3.2. The method of payment of fees shall be at the discretion of the CAO;
 - 3.3. All fees are non-refundable unless otherwise noted and all fees include GST unless otherwise noted;
4. Authorities
 - 4.1. The CAO has the authority to reduce or waive the imposition of any of the charges set out in Schedules A, B, C, and D for reasons that reasonably qualify as an emergency or of a humanitarian nature or for municipal purposes or for non-profit applications.
 - 4.2. The CAO or their designate, shall have the authority to reduce or waive the imposition of the fees set out in Schedule E, acting reasonably, for any reason.
 - 4.3. All other requests for reduction or waiving of a fee set out in this Fee Schedule must be considered by the County Council.
 - 4.4. The CAO shall have the right to implement charges required to cover the costs of services or materials supplied that are not specifically noted herein, including up to a 10% administration fee.
5. Transition
 - 5.1. This bylaw shall come into force and effect July 10, 2025.
 - 5.2. This bylaw shall hereby repeal previous Bylaw 1746-25.

READ A FIRST TIME this 9th day of July, 2025 on a motion of Councillor Gendre.

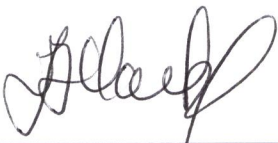
READ A SECOND TIME this 9th day of July, 2025 on a motion of Councillor McKay.

APPROVED TO BE CONSIDERED FOR A THIRD READING ON this 9th day of July, 2025 on a motion of Councillor Stulberg.

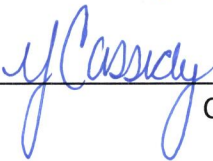


READ A THIRD TIME this 9th day of July, 2025 on a motion of Councillor Stevens.

DATED this 9th day of July, 2025.



Reeve



Chief Administrative Officer

SCHEDULE A

PLANNING AND DEVELOPMENT

NOTES: A. *The intent of fees for services is to cover a portion of the County's expenses for staff time, supplies and advertising that are required as a result of the service request.*

B. *All fees for services are GST exempt.*

1. Land Use Bylaw Amendment – text and/or rezoning (also see '4. Rural Development Fund Contribution')
(includes advertising and the cost of a land title search) \$800.00
2. Plans and Plan Amendments
 - a. New Statutory or Non-Statutory Plan
(includes advertising and the cost of a land title search) \$750.00
 - b. Amendment to Statutory or Non-Statutory Plan
(includes advertising and the cost of a land title search) \$750.00
3. Subdivision and Endorsement (also see '4. Rural Development Fund Contribution')
 - a. Boundary adjustment \$600.00
 - b. Farmstead separation \$600.00
 - c. Single bare parcel \$600.00
 - d. Multi-lot (more than one new parcel)
 - i. First parcel \$1,000.00
 - ii. Each additional parcel \$200.00/lot
 - e. Endorsement \$200.00/lot

(the application fee includes the cost of a land title search)
(the per lot fee does not apply to any reserve parcel, any public utility lot, or any remainder of the parcel being subdivided)
4. Rural Development Fund Contribution
 - a. For subdivision of any parcel(s), except a reserve parcel or a public utility lot, payable at the time of subdivision application \$50.00
 - b. For subdivision of any parcel, except a reserve parcel or a public utility lot, payable at the time of endorsement \$1,000 per acre
 - c. Despite 4b, the following shall be exempt from paying a contribution:
 - i. up to 5 acres involved in the creation of a bare parcel for residential use or creation of a parcel containing an existing dwelling that is not part of a farmstead
 - ii. any area forming part of a farmstead (residence, farm buildings, yard site, access, shelter belt, water well, sewage system, fenced pens and paddocks) up to a maximum of 10 acres
 - iii. any parcel intended for agricultural use or a combination of residential and agricultural use having an area of at least 40 acres
 - iv. any area that is occupied by a wetland, water body or water course
 - v. any parcel intended for commercial, industrial or public service use
 - vi. any remainder parcel provided the remainder parcel has an area greater than 5 acres



- vii. any unique or extenuating circumstances determined to be appropriate for an exemption as determined by the Municipal Planning Commission
- d. Multi-lot Subdivision (i.e. with an internal subdivision road):
 - (i) less than five parcels,
 - (ii) a total contribution of \$5,000.00 for bare parcels that do not exceed five acres in parcel size and for farmstead parcels that do not exceed the farmstead area as contemplated in 4.c.iii plus \$1,000 per acre in excess of either amount..five or more new parcels

a total contribution of \$20,000 plus \$200.00 per lot for parcel sizes not exceeding five acres;

 - e. For development permits involving solar or wind power plants payable at the time of development permit application
 - \$100 per acre of land occupied by the project, less any area where agrivoltaic activity is proposed
- 5. Development Permit and/or Variance decided by the Development Officer
 - a. Development permit not requiring notification/advertising \$100.00
 - b. Development Permit with a variance of 10% or less requiring notification/advertising \$200.00
 - c. Signs see Section 15 below
(e.g. commercial/industrial, advertising, community name. For Rural Address Signs and Traffic Signs, see paragraph 2 under Schedule C 'Public Works')

(the application fee includes the cost of a land title search)
- 6. Development Permit and/or Variance decided by the Municipal Planning Commission
 - a. Development permit or Variance requiring MPC decision for any type of development not listed below \$300.00
 - b. Signs see Section 15 below
(e.g. commercial/industrial, advertising, community name. For Rural Address Signs and Traffic Signs, see paragraph 2 under Schedule C 'Public Works')
 - c. Data processing centre involving
 - i. 1MW or less of power production \$2,000.00
 - ii. more than 1MW but less than 10MW of power production \$4,000.00
 - iii. 10MW or more of power production \$6,000.00
 - d. Solar or wind power plant \$5,000 plus \$50 per acre of land occupied by project

(the application fee includes the cost for advertising and the cost of a land title search)
- 7. Fee in addition to applicable fees under clause 5 and clause 6 above for Starting Development before application for Development Permit has been approved
 - a. Development permit not requiring notification/advertising \$100.00
 - b. Development Permit with a variance of 10% or less requiring notification/advertising \$200.00
 - c. Sign that requires a development permit \$150.00
 - d. Development permit decided by the MPC \$300.00
- 8. Change of Occupant for a Similar Use in an Existing Building \$75.00
- 9. Time Extension
 - a. Development Permit The original fee
 - b. Single-lot Subdivision
 - 50% of the original fee for the first extension
 - The original fee for each subsequent extension

- c. Multi-lot Subdivision
 - 50% of the original fee to a maximum of \$2,000 for the first extension
 - 75% of the original fee to a maximum of \$5,000 for each subsequent extension
 - d. Multi-lot Development Agreement \$50.00/lot
- 10. Appeal Fee - Subdivision and Development Appeal Board \$450.00
(100% refundable if appeal is upheld)
- 11. Refund of Application Fees
 - a. Land Use Bylaw Amendment and Statutory Plans:
 - i. Before staff report for first reading is completed 75%
 - ii. After first reading but before bylaw advertising 30%
 - iii. After bylaw advertising No refund
 - b. Subdivisions, Discretionary Use Development Permits, Variance Applications and Non-Statutory Plans:
 - i. Before application referral 60%
 - ii. After application referral but before MPC report 30%
 - iii. After MPC report No refund
- 12. Agreements (Multi-lot development, encroachment, access, etc.)
 - a. Any type other than "multi-lot development agreement" \$100.00
 - b. "Multi-lot Development Agreement" basic administration fee of \$500.00 plus the actual cost of consulting fees to the County for legal advice (when the developer requires changes to the agreement template) and/or engineering design review.
 - c. Construction Completion and Final Acceptance Certificates
 - i. Initial inspection No charge
 - ii. Additional inspections \$250.00/each
- 13. Title Search \$10.00
(an applicant for any planning, rezoning, subdivision or development permit is exempt from this charge)
- 14. Legal Requests
 - a. Certificate of Compliance \$75.00
 - Same Day Service \$100.00
 - b. Other The actual cost of legal expenses incurred by the County as a result of the request
- 15. Signs (Development Permit)
 - a. Farm identification No charge
 - b. Any type of sign that requires a development permit pursuant to the Land Use Bylaw \$150.00

Note: if the sign application forms part of a development permit application for a land use or building, there is no additional charge for the sign application. *(For rural address signs, street name signs and traffic signs see paragraph 2 under Schedule C 'Public Works')*
- 16. Sale of Planning Documents
 - a. Any Statutory or Non-Statutory Plan or Study Report \$20.00
 - b. Land Use Bylaw \$40.00
 - c. Aerial Photo (8.5" X 11")
 - i. For each map \$ 6.00
 - ii. For each additional copy of the same map \$ 2.00
 - d. Aerial Photo (11" x 17")
 - i. For each map \$ 8.00
 - ii. For each additional copy of the same map \$ 3.00
 - e. Customized Mapping Request (at GIS Coordinator's discretion) \$85.00/hr.
 - f. Plotting (Per Sheet)
 - i. 18" x 24" \$10.00
 - ii. 24" x 36" \$15.00
 - iii. 42" x 50" \$20.00

17. Fines and Penalties for Offences under the Municipal Government Act and the Land Use Bylaw
- a. Starting a development without the benefit of a development permit See paragraph 7
 - b. All other offences
 - i. First Offence \$300
 - ii. Second Offence \$1,000
 - iii. Third Offence \$2,500
 - iv. Fourth Offence \$5,000
 - v. Subsequent offences \$10,000

SCHEDULE B

ADMINISTRATION – FINANCE

1. County Maps
 - a. Small Wall Map \$20.00
 - b. Folded Double-Sided Map \$15.00
 - c. Map Book \$25.00
2. Postage Fees for Mailing Maps
 - a. Folded Maps and Map Books
 - In Canada \$15.00
 - Outside of Canada \$25.00
 - b. Wall Maps
 - In Canada \$30.00
 - Outside of Canada \$40.00
3. Tax Roll Certificate (per parcel) \$30.00
4. Land Titles Services According to SPIN 2 Interactive Search Services Schedule
5. Complaints to Assessment Review Board
 - a. Residential and Farmland \$50.00
 - b. Non-Residential \$100.00
6. Tax and Assessment Information
 - a. Staff Time \$50.00/hr.
 - b. For Detailed Assessment Sheets \$10.00/roll
(ie: for ADC, Farm Credit, Banks, Mortgage Companies)
 - c. Computer generated forms (i.e. hard copies) \$0.50/page
plus programming fees if required
 - d. Formal request for information provided under section 299 or Section 300 of the Municipal Government Act
 - i. Residential or Farmland property \$60.00 per parcel per year requested
 - ii. Non-Residential and Machinery and Equipment Property \$125.00 per parcel per year requested
7. Photocopies
 - a. Photocopies of Public Documents (per page) \$0.50
8. NSF Cheque Charge \$30.00
9. Overdue Accounts
 - a. Property Taxes
Penalties on property taxes are in accordance with the County of Stettler Tax Penalty Bylaw
 - b. All Other Accounts
All accounts are due 30 days from invoice date. Any invoices due after 30 days will be charged 1.5% interest per month. Past due reminders will be sent out after 30 days. Accounts outstanding for more than 90 days will be subject to the legal processes available through common law and legislation, including transferring outstanding amounts to the tax roll.
10. Caveat and Caveat Discharge Fee as per Land Titles

11. Search Request and Other Services not otherwise covered
 - a. Unless prescribed elsewhere in this or any other bylaw, policy, provincial or federal legislation, the fees to fulfill a request for information shall be charged at cost, up to the limits set out in the Freedom of Information and Protection of Privacy Regulation. Requests for information shall be accompanied by a formal written request and initial processing fee, in the format set out in the Freedom of Information and Protection of Privacy Act and Regulation.
12. Golf Cart Registration \$80 per year

SCHEDULE C

PUBLIC WORKS

1. Gravel Road Dust Reduction
- a. The full cost of approved materials and application equipment used for dust reduction will be paid in advance by the property owner requesting the service.

b. The County will be responsible for the costs associated with the equipment required for mixing with gravel and layout on the road.
2. Signs (the County arranges for sign approvals, ordering, shipment and installation)
- Up to 0.6m2\$125.00 Plus GST

Over 0.6m2 and Under 1m2\$175.00 Plus GST

Over 1m2\$100.00 Plus actual cost of sign and GST

Tab\$40.00

Where a regulatory or warning sign is deemed to be warranted by the Chief Administrative Officer or their designate, there shall be no fee.

3. Approaches
- The following fee and security deposit apply to all non-agricultural approach applications:
- All non-agricultural approach applications pursuant to Public Works Policy 2.6
- \$200 application fee plus GST**
- PLUS either a refundable security deposit of \$2,000.00 OR a survey plan/construction plan to the County's satisfaction. The cost of the third and additional construction inspections by the County will be deducted from the deposit at \$50.00 per inspection. The remaining balance will be refunded to the applicant upon the final approval of the approach construction.
- New agricultural approach construction (the County forces to provide materials, labor, 1 culvert (500mm diameter) and equipment) \$2,500.00
- Existing Approach modifications or widening – (County to provide material, equipment, culvert extension)
- \$1,000.00
- Approach Release or Removal
- \$5.25 plus GST

** Where an approach is used for access to both agricultural activities and a dwelling unit or an oil/gas lease, the approach shall be subject to the terms of a non-agricultural approach.

4. Snow Plowing
- a. Opening of Farm and/or Oil Access Roads after November 30
- \$100.00 per hour
- In accordance with Public Works Policy 2.27 – Snowplowing, farm and/or oil access roads will be opened only once upon request, at the grader operator's convenience and only once the Procedure's Order of Priority 1, 2 and 3 have been completed.
- b. Administration, Application and Inspection for Snowplowing of Private Laneway
- \$100.00 per season
- Fees will be charged for the administration of inspecting the laneway each snow season and will cover that season only.
- Snowplowing or Grading of Private Laneway
- \$100 for the first ¼ mile
- \$50 for each ¼ thereafter
- In accordance with Public Works Policy 2.29 – Grading or Snowplowing Services to Private Property.

5. Pipeline Crossings of Road Allowance per occurrence
 - a. Permitting and inspections \$200.00
 - b. Agricultural Purposes No Charge
6. Road Use Agreements
 - a. Application Fee \$0.00
 - b. Inspections \$225.00 plus gst per occurrence
 - c. Security Deposit \$5,000 per mile up to \$50,000
 - d. Multiple Legal Load Permit \$37.50 plus gst
 - e. After-hours processing surcharge \$50.00 plus gst
7. Overweight/Over Dimensional Permits
(Fixed Municipal Administration Fee – TRAVIS MJ) \$15.00 per permit
8. Overhead and Buried Electrical/Utility Line Installation and Rural Crossing Regulations
 - a. Permitting and inspections \$225.00 plus GST per occurrence
9. Seismic Operations Permit
 - a. Permitting and inspections \$200.00 per occurrence
10. Any Type of Pipeline in County Right-of-Way
 - a. Permitting and inspections \$200.00 per occurrence
11. Equipment and Services:
 - a. Intermunicipal and Outside Agencies At Alberta Roadbuilders and Heavy Construction Association rates unless otherwise specified in this Bylaw
 - b. County Rate Payers At 35% of Alberta Roadbuilders and Heavy Construction Association current rates
12. Lagoon Access Fee \$500.00 per month/per truck
13. Technical Services:
 - a. Survey (rough property line location, drainage, topo, grades etc.) \$145.00 per hour
 - Drafting and Plan Preparation \$105.00 per hour

SCHEDULE D

AGRICULTURAL SERVICES BOARD

1. Spraying
 - a. Weed Inspector \$15.00/hour + chemical
 - b. UTV Private Land Spraying (Ratepayer) \$20.00/hour + chemical
 - c. Weed Picking Labourer \$15.00/hour
 - d. Lot Mowing \$100.00/hour + mileage from yard
 - e. Mobilization Fee \$500 (weed notice compliance only)
2. Trees
 - a. Tree Planter \$25.00/site visit
 - b. Commercial Use \$500.00 deposit and \$100.00/day
 - c. Freight for tree delivery free of charge (ASB pays freight)
3. Rental Equipment (Agriculture Use Only)
 - a. Backpack Sprayers \$150.00 deposit
no charge
Late Charges: \$150.00/day after 3rd day
 - b. Skid Mount Sprayer \$250.00 deposit
no charge
Late Charges: \$250.00/day after 3rd day
 - c. Field Sprayer \$250.00 deposit
no charge
Late Charges: \$250.00/day after 3rd day
 - d. Godwin Pump, Hose and Hose Trailer \$250.00 deposit
\$50.00/day
Late Charges: \$250.00/day after 2nd day
 - e. Forage Probe \$50.00 deposit
Late Charges: \$50.00/day after 2nd day unless otherwise agreed upon
 - f. Grain bag roller no charge by appointment only
 - g. Mulch applicator \$100.00 deposit
no charge
Late Charges: \$100.00/day after 3rd day
4. Traps
 - a. Skunk \$100.00 deposit
\$15.00/week
Late Charges: \$50/week after 2nd week
 - b. Magpie \$100.00 deposit
\$15.00/week
Late Charges: \$50/week after 2nd week
5. Cattle Scale \$100.00 deposit
no charge
Late Charges: \$100.00/day after 2nd day
6. Other
 - a. Age Verification Program - entering information \$20.00
 - b. Tag Reader Program \$10.00/3 days
Late Charges: \$100/day after 3rd day
 - c. Beaver Dam Removal no charge by appointment only

(first come first serve)

7.

Noise Cannons

\$200.00 deposit per cannon

\$20.00/week per cannon

Ratepayer provides their own propane tank and propane
8.

Inspections for Municipalities
(pest, weed or other inspections)

\$65.00/hr. plus mileage

(incl. administration time)

Schedule E

Fire Services

1. Fees for responses by the fire department to a call within the County of Stettler, Village of Donalda, or Village of Big Valley shall be:
 - 1.1. Responses to incidents not otherwise prescribed:

a. Engine	\$250 per unit per hour
b. Tender	\$250 per unit per hour
c. Brush	\$250 per unit per hour
d. Squad	\$250 per unit per hour
e. Heavy Rescue	\$250 per unit per hour
f. Light Rescue	\$250 per unit per hour
g. Watercraft	\$250 per unit per hour
 - 1.2. Fees prescribed by Section 1.1 of this Schedule shall not exceed \$5,000 per incident except where:
 - a. the fire is set in contravention of the Forest and Prairie Protection Act or the County of Stettler Fire Permit Bylaw, even if fire suppression is not required;
 - b. the fire is set intentionally when a fire ban or restriction is in effect, even if fire suppression is not required; or
 - c. the fire is presumed to be intentionally set;
 - 1.3. Responses to alarms ringing

a. First occurrence by an occupant	No Charge
b. Second occurrence by the same occupant	\$250
c. Third and subsequent occurrences by the same occupant	\$500
 - 1.4. No fee shall be payable under Section 1.3 of this schedule where the responding station is notified of a false alarm prior to equipment being enroute.
 - 1.5. Responses to motor vehicle incidents or fires within a road allowance shall be in accordance with the Alberta Transportation's Rates of reimbursement for Fire Department units Responding within a provincial highway right-of-way.
2. Fees for responses by the fire department to a call in any other municipality shall be pursuant to the reciprocal agreement with that municipality.
3. Other fees:
 - 3.1. Fire Permits No Charge
 - 3.2. High Hazard Fire Works Permit \$50/permit
 - 3.3. Fire Safety Inspection \$75/hour
 - 3.4. Reinspection of a property with one or more outstanding fire code violations \$55/visit
 - 3.5. Final fire investigation report \$500 per report
4. Fees for the use of consumable products, expended goods and third-party services including but not limited to:
 - 4.1. Replacement foam
 - 4.2. Meals and other subsistence
 - 4.3. Fuel

- 4.4. Lost or damaged equipment
- 4.5. Fire investigation Expenses
- 4.6. Specialty firefighting services
- 4.7. Mutual aid
- 4.8. Water

may be charged in addition to any of the aforementioned fees, at the discretion of the CAO or their designate, at a rate of up to the actual cost of the products, goods, or services plus an additional 10% administrative fee.

- 5. All fees charged on an hourly basis in this Schedule shall be calculated as beginning at the time the fire department was notified until the time all equipment is deemed back in service, rounded up to the next ¼ hour thereof and for a minimum of 1 hour.