



**BIRCH HILLS COUNTY
BY-LAW 2017-05
ESTABLISHING FEES AND CHARGES**

BY-LAW # 2017-05

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BYLAW NO. 2017-05

**BEING A BYLAW OF BIRCH HILLS COUNTY IN THE PROVINCE OF ALBERTA TO
ESTABLISH FEES AND CHARGES.**

WHEREAS the Municipal Government Act, c.M-26, RSA 2000, authorizes Council to provide for fees and charges, and provide for a system of licenses, permits, leases or approvals and for the terms and conditions that may be imposed on any licence, permit, lease or approval;

AND WHEREAS the Municipal Government Act provides that certain information may be released upon payment of a reasonable fee established by Bylaw, and Council deems it appropriate to charge a reasonable fee for the release of certain information;

**NOW THEREFORE, THE MUNICIPAL COUNCIL OF BIRCH HILLS COUNTY, IN THE
PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACT AS FOLLOWS:**

PART I: BYLAW TITLE

- 1.1 This Bylaw shall be known as the “Fees and Charges Bylaw”

PART II: DEFINITIONS

- 2.1. *Act* means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments.
- 2.2 *Arable* shall mean capable of producing crops; suitable for farming; suited to the plow and for tillage.
- 2.3. *Chief Administrative Officer or CAO* means the person appointed to the position of Chief Administrative Officer by Council.
- 2.4. *Council* means the Council of Birch Hills County.
- 2.5 The *County* means “Birch Hills County”.
- 2.6 *Drilling Rig* shall mean the machine used to drill a wellbore. In onshore operations, the rig includes virtually everything except living quarters. Major components of the rig include the mud tanks, the mud pumps, the derrick or mast, the drawworks, the rotary table or topdrive, the drillstring, the power generation equipment and auxiliary equipment.
- 2.7 *Goods and Services Tax (GST)* is a tax that you pay on most goods and services sold or provided in Canada.
- 2.8 *Service Rig* shall mean is a piece of apparatus that can be driven long spans within the well sites for servicing and maintenance purposes. Usage of service rigs becomes extremely important in productive wells when it comes to ensuing periodic maintenance. Apart from cleaning a well or replacing its components, a service rig is also required when a well needs to shut down.

- 2.9 *Taxable Supplies* are supplies of property and services that are made in the course of a commercial activity and are subject to the GST/HST (including zero-rated supplies).

PART III: AUTHORITY

- 3.1 The Canada Revenue Agency (CRA) under the authority as per the Excise Tax Act, and Regulation R.S.C., 1985, c. E-15 of Canada, states that Municipalities as a GST/HST registrant, are required to and are responsible for:
- 3.1.1. Charging and collecting the GST/HST
 - 3.1.2. Filing a GST/HST return
 - 3.1.3. Paying the GST/HST (including instalment payments)

DESCRIPTION	FEES AND CHARGES
3.2 <u>Assessment and Property Taxes</u>	
3.2.1 Tax Certificate	\$25.00
3.2.2 Tax Notification Charge	\$50.00
3.2.3 Title Search, per title	\$15.00
3.3 <u>Subdivision & Development</u>	
3.3.1 Development Permit Application	
3.3.1.1 For the first \$50,000.00 in construction value	\$100.00
3.3.1.2 For each additional \$50,000.00 in construction value to a maximum fee of \$2,000.00	\$20.00
3.3.1.3 Development Permit Appeal (refunded if successful)	\$100.00
3.3.1.4 Land Use Bylaw Amendment Application	\$100.00
3.3.1.5 Subdivision Application	\$150.00
3.3.1.6 Subdivision Parcels – processing fee for each title created including the balance of the quarter	\$100.00
3.3.1.7 Subdivision Endorsement Fee, per title created	\$55.00
3.3.1.8 Certificate of Compliance	\$40.00
3.4 <u>Photocopying and Faxes, Single Sided</u>	
3.4.1 Photocopying – 5 copies or less	No Charge
3.4.2 Photocopying over 5 copies, all copies charged	
3.4.2.1 First 10 pages, per page (Black and White)	\$0.25 ⁺
First 10 pages, per page (Colour)	\$0.45 ⁺
3.4.2.2 Each additional copy, per page (Black and White)	\$0.15 ⁺
Each additional copy, per page (Colour)	\$0.20 ⁺
3.5 <u>Access to Information under the Freedom of Information and Protection of Privacy Act</u>	
3.5.1 Fees will be charged as specified in Alberta Regulation 186/2008, Freedom of Information and Protection of Privacy Regulation	
3.6 <u>Maps</u>	
3.6.1 County Map, paper, each	\$20.00 ⁺
3.6.2 Shipping Tubes, each	\$2.00 ⁺
3.6.3 County Map, electronic in PDF format	\$20.00 ⁺
3.6.4 Shipping and Handling	Cost Recovery

3.7	<u>Miscellaneous</u>	
3.7.1	Non-Sufficient Funds (NSF) or Dishonoured Cheques	\$25.00
3.8	<u>Accounts Receivable</u>	
3.8.1	Penalty on Overdue Accounts, per month (With the exception of Law Firms and Oil & Gas Companies)	2%
3.9	<u>Road Closure or Lease</u>	
3.9.1	Application Fee	\$50.00
3.9.2	Approval	Cost Recovery
3.9.3	Lease, annual fee per acre (1/2 mile of 66 foot wide road allowance = 4 acres)	As per Section 3.10 ⁺
3.10	<u>Cash Lease Agreements</u>	
3.10.1	Pasture land (per acre)	\$25.00 ⁺
3.10.2	Arable land Final rating 30 or above NPR* (per acre)	\$40.00 ⁺
3.10.3	Arable land Final rating 29 or below NPR* (per acre) *Net Productivity Rating	\$30.00 ⁺
3.11	<u>Cemetery Plots</u>	
3.11.1	County Owned Cemeteries, per plot	\$25.00
3.12	<u>Industrial Approvals</u>	
3.12.1	Drilling Rig Moves	
3.12.1.1	Pre-Inspection of Roads (rig in)	\$465.00 ⁺
3.12.1.2	Post-Inspection of Roads (rig out)	\$465.00 ⁺
3.12.2	Service Rig Moves & Well Completions	
3.12.2.1	Pre-Inspection of Roads (rig in)	\$465.00 ⁺
3.12.2.2	Post-Inspection of Roads (rig out)	\$465.00 ⁺
3.12.2.3	Well Site Lease Approvals	\$155.00 ⁺
3.12.2.4	Pipeline Crossing/Tie in Approvals	\$155.00 ⁺
3.12.2.5	Pipeline Crossing Road Inspection	\$465.00 ⁺
3.12.2.6	Seismic Survey Notification Approval	\$155.00 ⁺
3.12.3	Seismic Surveys	
3.12.3.1	Pre-Inspection of Roads	\$465.00 ⁺
3.12.3.2	Post-Inspection of Roads	\$465.00 ⁺
3.12.4	Agreement Application	\$155.00 ⁺
3.12.5	All non-permitted moves will be charged double the regular cost.	
3.12.6	Permits with less than 24 hours notice may be charged double the regular cost.	
3.13	<u>Water, Wastewater and Solid Waste (Monthly)</u>	
3.13.1	Residential and Bulk Water	
3.13.1.1	Bulk Water (cubic meter)	
3.13.1.1.1	Residential and Agricultural	\$5.50
3.13.1.1.2	Commercial/Industrial	\$11.00
3.13.1.2	Hamlet Residential and Commercial	\$5.50
3.13.1.3	Seniors Apartments Flat Rate	\$125.00
3.13.1.4	Municipal Water Line Fee	\$8.275
3.13.1.5	Connection/Reconnection Fee for All Accounts	\$50.00
3.13.1.6	Renters Deposit Fee (one time charge)	\$500.00

3.13.2	Wastewater	
3.13.2.1	Residential	\$22.05
3.13.2.2	Seniors Apartments	\$158.12
3.13.2.3	Schools/Motels/Hotels	\$75.90
3.13.2.4	Sewer Line Inspection	\$500.00
3.13.2.5	Thawing of Frozen Lines	Cost Recovery
3.13.2.6	Sewage Lagoon Dumping (Wanham only - per cubic meter)	\$3.50 ⁺
3.13.3	Solid Waste	
3.13.3.1	Hamlet Collection	\$12.00
3.13.3.2	Garbage Cans	
3.13.3.2.1	Purchase	\$65.00
3.13.3.2.2	Rental	\$3.00
3.13.4	Shut Off/Door Notices	
3.13.4.1	First Notice	\$10.00
3.13.4.2	Second Notice	\$15.00
3.13.4.3	Over Two Notices	\$20.00
3.14	<u>Eaglesham Hall</u>	
3.14.1	Full Hall Rental	\$100.00 ⁺
3.14.2	Rotunda & Kitchen Rental	\$50.00 ⁺
3.14.3	Rotunda Only Rental	\$30.00 ⁺
3.14.4	Damage Deposit	\$75.00 ⁺
3.14.5	Key Deposit	\$50.00 ⁺
3.14.6	Cleaning (Hourly)	\$20.00 ⁺
	Both the damage deposit and key deposit are required, however if there are no damages and the keys are returned within the time specified by the office administration, both deposits will be paid back in full, within 30 days of host function.	
3.15	<u>Informational Signs</u>	
3.15.1	Signage	Cost Recovery ⁺
3.15.2	Installation	\$150.00 ⁺
3.16	<u>GST Applicable</u>	
3.16.1	Those fees or charges listed above and annotated by a plus (+) are subject to GST.	

PART IV: REPEAL

4.1 Bylaw 2016-08 is repealed upon this Bylaw coming into effect.

PART V: ENACTMENT

5.1 This Bylaw shall be effective immediately when it receives third reading and is signed by the Reeve and Chief Administrative Officer.

READ a first time this 25th day of May, 2017.
READ a second time this 25th day of May, 2017.

READ a third and final time this 25th day of May, 2017.

SIGNED this 25th day of May, 2017.

Original signed by

Reeve
Marvin Doran

Original signed by

Chief Administrative Officer
Hermann Minderlein