



FEES AND CHARGES MANUAL

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Resolution# FC20160224.1007

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ADMINISTRATIVE SERVICES

*Plus
GST

Council minutes, correspondence and other miscellaneous info	\$ 0.50/page	
Laminating	\$0.75/foot	
Tax Certificates	\$ 20.00/ parcel	
Assessment Detail or Summary Sheets	1 st parcel - \$10.00 Each additional parcel – \$2.00	
Sales list report <ul style="list-style-type: none"> Covering up to a 6 month period Covering a 7-12 month period 	\$ 30 \$ 50	
Caveat Discharge Fee	N/C	
NSF Cheques	\$ 20	
Tax Penalties <i>(in accordance with bylaw # 02/11)</i> <ul style="list-style-type: none"> First penalty Second penalty 	12% 6%	
Local Assessment Review Board Complaints (LARB) <ul style="list-style-type: none"> Residential 3 or fewer dwellings and farm land 	\$ 50	
Composite Assessment Review Board Complaints (CARB) <ul style="list-style-type: none"> Residential 4 or more dwellings Non-Residential <p>In accordance with Schedule 2 - Matters Relating to assessment Complaints Regulation AR 310/2009 (LARB & CARB)</p> <p><i>If a complainant withdraws a complaint on agreement with the assessor to correct any matter or issue under complaint, any complaint filing fee must be refunded to the complainant.</i></p>	\$ 650 \$ 650	
Rental of Office Space (Current Administration Building) <ul style="list-style-type: none"> Per office Rental of 3 or more offices 	\$350/month \$2 per square ft/month	*
Rental of Office Space (Old Administration Building) <ul style="list-style-type: none"> Per office Rental of 3 or more offices 	\$200/month \$1 per square ft/month	*
Rental of Sterling Room <ul style="list-style-type: none"> Half day rental (4hrs) Full day rental (over 4hrs) <p><i>All Prices include the kitchen at no extra charge</i></p>	\$ 75 \$ 125	*
Rental of Galahad School Grounds and Gazebo	\$50/day	
Community Bus Usage Fee	\$0.83 per kilometer	*
Animal Licensing		
Strome		
<i>Dog License Fee – Altered (3 months or older)</i> <ul style="list-style-type: none"> License Fee (prior to January 31st) License Fee (after January 31st) 	\$10 \$30	
<i>Dog License Fee – Unaltered (3 months or older)</i> <ul style="list-style-type: none"> License Fee (prior to January 31st) License Fee (after January 31st) License Replacement (all dogs) 	\$20 \$30 \$3	
Galahad		
<i>Animal License Fee – Altered</i>	\$10	
<i>Animal License Fee – Unaltered</i>	\$15	

General Accounts Receivable 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 legislation.		
GIS DATA, MAPPING & PLOTTING		
Land Ownership Map of Flagstaff County (36" x 36")	\$ 15	*
Digital Aerial Photography – Digital Version <ul style="list-style-type: none"> • Quarter Section • Half Section • Section • Township <i>Costs reflect data available electronically only. Printing costs would be added when obtaining a physical copy from the County.</i>	\$ 15 \$ 35 \$ 50 \$1,000	*
Digital Aerial Photography – Digital Geo-Rectified (projected) <ul style="list-style-type: none"> • Quarter Section • Half Section • Section • Township <i>Costs reflect data available electronically only. Printing costs would be added when obtaining a physical copy from the County.</i>	\$ 25 \$ 50 \$ 65 \$ 1,000	*
Printing & Plotting Costs: <ul style="list-style-type: none"> • 8.5 x 11 • 11 x 17 • Black & White Plotting • Color Plotting <i>Plotting is done on high quality roll paper which is 3 feet wide.</i>	\$ 10 \$ 20 \$ 5/linear foot \$ 8/linear foot	*
Map Production/GIS Time <i>(for special request data/map production)</i>	\$ 45/hour	*
Photos have a 30cm resolution and were collected in a 10TM projection. All Photos are available in Mr.SID, TIFF, ECW and JPEG projected formats and PDF format. Certain GIS data will require a digital data agreement to be signed and submitted to the County.		
All mailing costs incurred by the County will be <i>added</i> to the above prices.		

AGRICULTURE

*Plus
GST

Unwanted Beaver Dams <i>-The County will remove unwanted beaver dams on private land for a one time fee.</i>	\$ 250/12 months	*
Crop Protection Book	Cost Recovery	*
Weeds of the Prairies Book	\$25	*
Contract Weed control on private land (agricultural) <ul style="list-style-type: none"> • Back Pack Sprayer • Quad Sprayer • Handgun Sprayer • Spray Truck with Boombuster • Side by Side • Labour (hand picking) <i>One hour minimum charge</i>	\$ 25/hr + chemical \$ 50/hr + chemical \$ 75/hr + chemical \$ 75/hr + chemical \$ 75/hr + chemical \$25/hr <i>Chemical is GST exempt</i>	*
County Parks Overnight Camping <ul style="list-style-type: none"> • Unserviced • Serviced Galahad Campgrounds	\$ 15/per night per site \$ 20/per night per site \$20/per night per site	
Shelterbelt Establishment Program	50% Cost shared	
Equipment for Rent: <ul style="list-style-type: none"> • Tree Planter • Solar Watering System for livestock 	\$ 25/day N/C 2 week demo only	*

<ul style="list-style-type: none"> • Skid mounted handgun sprayer • Eco-Bran Applicator • Skunk Trap • Magpie Trap • Mulch Applicator • Plastic Mulch • Water Truck (<i>time for tree watering</i>) 	\$ 25/day \$ 25/day \$75 (<i>refundable deposit</i>) \$75 (<i>refundable deposit</i>) \$100 (<i>refundable deposit</i>) Cost recovery \$75/hour	
Pest Control Products for Sale: <ul style="list-style-type: none"> • Rolled oats (warfarin) Mouse Bait • Gopher traps • Pocket Gopher Traps • Strychnine 	\$ 2/bag \$ 18/trap \$13.50/trap Cost of product	*

HUMAN RESOURCES (COMPENSATION)

*Plus
GST

Per Diem Remuneration for Board Members <ul style="list-style-type: none"> • Full day • Half day 	\$400 \$250	
Within the County: <ul style="list-style-type: none"> • Breakfast • Lunch • Supper 	\$ 12 \$15 \$20	
Outside the County: <ul style="list-style-type: none"> • Breakfast • Lunch • Supper 	\$ 15 \$20 \$35	
Accommodations (<i>if actual cost is greater, a receipt must be submitted</i>)	\$ 75/night	
Parking Expenses	Actual cost	
Mileage (<i>in accordance with Policy HR 006</i>) <ul style="list-style-type: none"> • First 5,000 km • Additional km's 	\$0.54/km \$0.48/km	
The above mileage and subsistence is available to Flagstaff County Councillors, board members and employees while representing the municipality on business.		

PLANNING AND DEVELOPMENT

*Plus
GST

(*In accordance with Bylaw 06/12 – Land Use Bylaw and Bylaw 07/12- Municipal Development Plan*)

Municipal Development Plan	\$ 20	
Land Use Bylaw	\$ 20	
Inter-municipal Development Plan	\$ 20	
Compliance Certificate	\$ 40	
Land Use Bylaw Amendment Application	\$ 200	
Development Concept Plan	\$5,000	
Subdivision and Development Appeal	\$300	
Development Permit within the following land use districts: Rural: Agriculture, agricultural small holdings, highway commercial, multi lot country residential, rural industrial Hamlets of Galahad and Strome: Residential, downtown commercial, light industrial business, public use, urban reserve <ul style="list-style-type: none"> • Permitted use • Discretionary use or variance 	\$ 50 \$ 100	
Development Permit <u>issued after commencement of project</u> , within the following land use districts: Rural: Agriculture, agricultural small holdings, highway commercial, multi lot country residential, rural industrial		

Hamlets of Galahad and Strome: Residential, downtown commercial, light industrial business, public use, urban reserve <ul style="list-style-type: none"> Permitted use Discretionary use 	\$100 \$200	
Development Permit within the following land use districts: Rural: Agriculture, agricultural small holdings, highway commercial, multi lot country residential, rural industrial <ul style="list-style-type: none"> Permitted or discretionary use (after development and a variance required) 	5% of development cost	
Development Permit: Rural: Industrial <ul style="list-style-type: none"> Permitted use Discretionary use 	\$ 50 \$ 500	
Persons contravening any provision of LUB 06/12 or MDP 07/12 (Flagstaff County) to whom violation tickets are issued shall be liable for a penalty: <ul style="list-style-type: none"> First offense Second offense (each day that a breach of the Bylaw has occurred may be considered to be a separate offense) Persons contravening any provision of the LUB 04/12 (Galahad) or LUB 754/09 (Strome) to whom violation tickets are issued shall be liable for a penalty: <ul style="list-style-type: none"> First offense Second offense (each day that a breach of the Bylaw has occurred may be considered to be a separate offense) 	\$ 100 \$ 150 \$ 500 \$ 1,500	
Flagstaff County has contracted an accredited agency, Superior Safety Codes Inc. to issue all building, gas, plumbing, electrical and private sewage disposal system permits, and perform any required inspections. For information regarding fees and regulations, please call 1-866-999-4777 or go to www.superiorsafetycodes.com .		

FIRE PROTECTION FEES

(In accordance with Bylaw 02/12)

*Plus
GST

Response to a fire: <ul style="list-style-type: none"> Fire Engine Wildland Unit Water Tanker Manpower Contracted equipment costs Costs of equipment and materials used, lost or damaged as a result of the call 	\$ 200/hr per unit \$150/hr \$150/hr \$20/hr per person Actual Cost Actual Cost	
RESC Command Truck	\$75/hr	
Response to a fire call on primary or secondary highways	\$600/hr per unit	
Offenses and Penalties: <i>Any person who contravenes a provision of Bylaw 02/12 or a condition of a permit is liable to fines as follows, in addition to the fire fees to extinguish the blaze:</i> <ul style="list-style-type: none"> First offense Second offense Third offense 	\$ 300 \$ 600 \$ 1,000	
In the event that the amount levied by the County for firefighting shall not be paid within 90 days, the amount levied and unpaid shall be charged against the land upon which the fire was started as taxes due and owing in respect of that land.		

RESCUE

*Plus
GST

Response to rescue calls	\$600/hr	
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PEACE OFFICER SERVICES

*Plus
GST

Peace Officer Services	\$71.50/hr	
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PUBLIC WORKS FEES

*Plus
GST

Bid bond	10% of contract	
Performance bond	50% of contract	
Dust suppressant <i>(Cost of product only)</i>	Cost recovery basis	*
Signs <ul style="list-style-type: none"> • Non-Regulatory • Regulatory • Rural Address Signs <i>(All prices include installation costs)</i>	\$ 200/sign No Charge \$200/sign	*
Approach Construction <i>Alberta Road Builders & Heavy Construction Association (ARHCA)</i>	20% less ARHCA	*
New culvert within a right of way	Cost recovery basis	*
Used Culvert	50% of the cost of a new culvert	*
Additional Brushing <i>(additional time rented up to a maximum of 5 hours annually)</i>	20% less ARHCA	*
Private Laneway Maintenance <i>(in accordance with Policy PW 012)</i> <i>Half hour minimum charge</i>	\$130/hr \$65/half hr	
Equipment for Rent <ul style="list-style-type: none"> • Wire roller • Floating pump • Post pounder 	\$ 25/day + damages \$ 100/day + damages \$75/day	*
Equipment Rental Services <i>(in accordance with PW001-9)</i>	20% less ARHCA	*
TRAVIS Multi-Jurisdiction Fixed Municipal Fee	\$15	
Approach inspection/administration fee	\$250	
Utility crossing inspection/administration fee	\$250	
Overload/Weight Restriction inspection fee	\$ 250	
Multi Load Road Use Inspection Fee	\$250	
Agreement Security <ul style="list-style-type: none"> • Overload/Weight Restriction Agreement OIL Sector • Overload/Weight Restriction Agreement AG Sector 	\$25,000 \$ 5,000	
Patch Material	Contact Public Works	*
Gravel – all sales of gravel shall be limited for ratepayers to 150 tonne of gravel per year per residential/farm/acreage site. Gravel is not available for sale to commercial users. For further information regarding gravel prices contact Public Works at (780) 384-4110.		*

PUBLIC WORKS COMPENSATION

*Plus
GST

The following compensation rates are for road construction projects only.

Permanent Fence Removal & Installation	\$11,000/mile	
Temporary Fence Removal & Installation	\$8,000/mile	
Crop Damage <ul style="list-style-type: none"> • Seeded crop land • Seeded pasture/hay land • Seeded native grassland pasture (with no re-seeding) • Summer fallow • Improvement of waste areas and bush 	\$ 500/acre \$ 500/acre \$ 500/acre \$ 50/acre \$ 50/acre	
Right-of-Way Purchase	To be negotiated at time of purchase	

SAFETY

*Plus
GST

First Aid Course	\$ 150/person	*
Safety Courses	Cost recovery basis	*
Respirator Fit Testing	\$ 50/person	*
<i>All Courses are offered only to the towns and villages within Flagstaff County, and Flagstaff County agencies/committees.</i>		

The Chief Administrative Officer has the authority to reduce or waive the imposition of any of the charges set out above for reasons that reasonably qualify as an emergency or of a humanitarian nature.

Flagstaff County reserves the right to implement charges required to cover the costs of services or materials supplied that are not specifically noted herein.

The Fees and Charges Manual will be reviewed annually.