



File #: AR-20-243, **Version:** 1

TAMRMS#: B09

Fees, Rates and Charges for 2021

Presented by: Diane McMordie, Director, Finance & Assessment

RECOMMENDATION(S)

That the Community Growth & Infrastructure Standing Committee recommend to Council as follows:

1. That the proposed fees, rates and charges shown in the attachments entitled "Fees, Rates and Charges Established by Bylaw", "Council Policy C-IS-02 Fees" and "Council Policy C-FS-16 Fees and Charges" to the October 13, 2020 agenda report titled "Fees, Rates and Charges for 2021", be received for information.
2. That a deadline of 12:00 noon on October 23, 2020 be set for Council members to submit requests to the Director of Finance and Assessment for amendments to the proposed fees, rates and charges, and that all such requests be expressed in the form of proposed Motions brought to Council for consideration on November 2, 2020.
3. That a bylaw to amend the Master Rates Bylaw and the bylaws referenced in Schedule 12 to Council Policy C-FS-16, reflecting any motions passed on November 2, 2020, be presented to Council for consideration of three readings on November 16, 2020.

PURPOSE OF REPORT

Administration is seeking adjustments to the City's fees rates and charges as referenced in Council Policies and established by bylaws, as part of the 2021-2023 Municipal Budget Process.

ALIGNMENT TO PRIORITIES IN COUNCIL'S STRATEGIC PLAN

N/A

ALIGNMENT TO LEVELS OF SERVICE DELIVERY

N/A

ALIGNMENT TO COUNCIL (OR COMMITTEE) DIRECTION OR MANDATORY STATUTORY PROVISION

Council Policy C-FS-16, Municipal Fees and Charges, sets the basic principle that the CAO will set fees that are not contained in any bylaw:

“The CAO shall review and set fees for the programs, services, goods and requirements noted within this policy. The CAO shall also advise Council annually of these fees during the budget process.”

Council Policy C-FS-16 also stipulates, in Schedule 12, that if a fee or charge is set in a bylaw, only the Council can adjust it:

“Council shall set fees contained within bylaw. The CAO shall make recommendation(s) as to the appropriate fee, as necessary.”

BACKGROUND AND DISCUSSION

User fees are a critical element of a municipality's revenue mix and represent a significant portion of the City's revenue stream. Annually, departments review fees considering factors such as market comparables, benchmarks, cost recovery, and defined methodology to determine the fee adjustment. This review process supports the City's 'user pay' philosophy, such that wherever possible, the user of a particular program or service pays the cost of delivering or providing that program or service.

There are three types of fees which are listed below:

1. Fees, Rates and Charges Set By Bylaw (requires Council approval)

The first type is a user fee set in one of the bylaws specifically mentioned in Schedule 12 of Policy C-FS-16 or in the *Master Rates Bylaw 1/82* and requires Council to pass one or more amending bylaws in order to make changes. These fees are mandatory and there is no ability for Administration to avoid imposing them in the situations and with respect to the persons to whom they apply. This includes things such as development permits, building permits, tobacco retail licensing and electrical fees. The individual schedules can be found in the attachment to this report entitled "Fees, Rates and Charges set by Bylaw" with recommended changes to rates marked in red.

2. Council Policy C- IS-02 Fees (Change requires Council approval)

The second type of fee is within Council Policy C-IS-02 Wastewater Service Line Disruptions and Maintenance relating to wastewater service disruption callout charges. There are no changes to these fees being recommended by Administration for 2021, and the schedule can be found in the attachment to this report entitled "Council Policy C-IS-02 Fees".

3. Council Policy C-FS-16 Fees (approved by CAO as per Policy)

The third type of fee or charge relates to "optional" fees within Council Policy C-FS-16 Municipal Fees and Charges. These types of fees and charges are set by the CAO. This includes fees for

things such as recreational memberships, facility rentals and transit fares. A new fee related to nuisance control has been introduced into this category for 2021. Due to the uncertainty with COVID-19, the recreation fees will be reviewed and approved in 2021 as administration gets more information on openings and comparables. The individual schedules can be found in the attachment to this report entitled "Council Policy C-FS-16 Fees". Since the CAO sets these fees and charges, this schedule is attached to this reports for Council's information only.

The overall impact of amendments to these three types of fees and charges would be to generate an incremental \$23,300 in Municipal Operating Revenue for 2021.

STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT

N/A

IMPLICATIONS OF RECOMMENDATION(S)

Financial:

Amendment of the fees as detailed in the attachments will generate an incremental \$23,300 in Municipal Operating Revenue which will be incorporated into the 2021 Proposed Budget. This will provide funding for the delivery of

Legal / Risk:

None at this time

Program or Service:

None at this time

Organizational:

None at this time

ALTERNATIVES AND IMPLICATIONS CONSIDERED

N/A

Report Date: October 13, 2020

Author: Stan Chan, Divisional Controller

Department: Finance & Assessment Services

Deputy Chief Administrative Officer: Kerry Hilts

Chief Administrative Officer: Kevin Scoble

Fees Contained in Master Rates and Bylaws		Impact of Proposed Rate Changes (Municipal)	Impact of Proposed Rate Changes (Utilities)
		\$	\$
Schedule 12	Business License	6,300	
Schedule 12	Tobacco Retail Licensing	-	
Schedule 12	Fire Systems	10,000	
Schedule 12	Alarm Systems	-	
Schedule A	Building Permit	-	
Schedule B	Plumbing Permit	-	
Schedule C	Gas Permit	-	
Schedule E	Development Fees	-	
Schedule F	Subdivision and Development Appeal Fees	-	
Schedule G	Planning Fees	-	
Schedule H	Water Service Connection Fee		-
Schedule N	Assessment Appeals	-	
Schedule S	HVAC Permit	-	
Schedule T	Electrical Permit	-	
Schedule U	Engineering Fees	-	
	Animal Bylaw	-	
Total Fees Contained in Master Rates and Bylaws		\$ 16,300	\$ -

SCHEDULE 12
TO POLICY C-FS-16

BUSINESS LICENSE BYLAW 43/2000
SCHEDULE "A"

GST EXEMPT

1. The fees for licenses are:

Business	Approved 2020			Approved 2021		
	Column 1	Column 2	Column 3	Column 1	Column 2	Column 3
	For a business license issued before September 1 or any license to which Column 2 does not apply.	For a business license issued on or after May 1 for a license that expires on December 31 of that same year, for a business that was not carried on or	For a business license issued on or after September 1 for a license that expires on December 31 of that same year, for a business that was not carried on or	For a business license issued before September 1 or any license to which Columns 1 and 3 do not apply.	For a business license issued on or after May 1 for a license that expires on December 31 of that same year, for a business that was not carried on or operated before May 1.	For a business license issued on or after September 1 for a license that expires on December 31 of that same year, for a business that was not carried on or operated before September 1.
In Town Business	141.00	105.75	70.50	141.00	105.75	70.50
In Town Business payments made after January 31 for businesses in operation prior to January 1.				166.00	-	-
Out of Town Business	683.00	512.25	341.50	683.00	512.25	341.50
Cannabis Retail Store	855.00	641.25	427.50	855.00	641.25	427.50
Cannabis Retail Store payments made after January 31 for businesses in operation prior to January 1.				870.00	-	-
2. The appeal fee is \$30 for each decision appealed	30.00	30.00	30.00	30.00	30.00	30.00

3. For the purpose of this Schedule:

- (a) "In Town Business" means a person who
 - (i) resides in St. Albert and carries on or operates a business in St. Albert, or
 - (ii) carries on or operates a business from premises in St. Albert which the Person owns or rents.
- (b) " Out of Town Business" means any Person, other than an In Town Business, who carries on or operates a business in St. Albert.
- (c) "Cannabis Retail Store" means any Person who carries on or operates a Business from premises in St. Albert that displays or offers for sale Cannabis.
- (d) "premises" means land, buildings or both.

SCHEDULE 12
TO POLICY C-FS-16

TOBACCO RETAIL LICENSE BYLAW 15/2017

SCHEDULE "A"

	Approved 2020			Proposed 2021		
	Column 1	Column 2	Column 3	Column 1	Column 2	Column 3
	For a Tobacco Retail License issued before May 1 or for any Tobacco Retail License to which Column 2 or 3 do not apply	For a Tobacco Retail License issued on or after May 1 but before August 31.	For a Tobacco Retail License issued on or after September 1.	For a Tobacco Retail License issued before May 1 or for any Tobacco Retail License to which Column 2 or 3 do not apply	For a Tobacco Retail License issued on or after May 1 but before August 31.	For a Tobacco Retail License issued on or after September 1.
License Fee	714.00	535.50	357.00	714.00	535.50	357.00
Appeal Fee	55.00	55.00	55.00	55.00	55.00	55.00

PREVIOUSLY DISTRIBUTED

SCHEDULE 12
TO POLICY C-FS-16

FIRE SERVICES BYLAW 21/2002

SCHEDULE "A"

Application and Inspection Fees
(GST Taxable)

SERVICE/ACTION	Approved 2020	Proposed 2021
Open burning permit for special events	N/A	\$75.00/individual
Residential firepit permits	N/A	Initial Application fee + first year \$25.00 / Annual renewal fee \$10.00
File Search/Environmental Search/Summary Report	N/A	\$125/report up to two hrs research & Preparation + \$35.00/0.5 hrs
Digital Photos	N/A	\$50 for first 5 digital photographs; \$5 for every additional photograph
Fire extinguisher training in city during office hours	Not offered	\$10.00/person with a minimum of \$100.00
Fire extinguisher training in city outside of regular office hours	Not offered	\$100.00/hr, minimum two hours, plus \$10.00/person
Request for attendance at special functions outside regular office hours	\$0	\$150.00/hr
Business License Fire Code Compliance Review and Requested Inspections	\$64.00	\$75.00/hr
Transportation of Dangerous Goods Route Permit (annual)	N/A	\$155.00/year
Permit for the Display (high level) fireworks	N/A	\$125/event
Safety Codes Inspections 1st Inspection	\$0	\$0
Safety Codes Inspections 1st re-inspection	\$0	\$0
Safety Codes Inspections 2nd re-inspection	\$125.00	\$125.00
Safety Codes Inspections 3rd re-inspection and subsequent inspections	\$500.00	\$500.00
Service of an Order under the Safety Codes Act	N/A	\$500.00
Review of a Variance under the Safety Codes Act	N/A	\$500.00
Occupant load certificate	\$65.00	\$125.00/certificate
Occupancy Load Certificate Replacement Fee	\$0	\$65.00/certificate
Special Event Food Outlet/Mobile Cooking Operation Annual Permit	N/A	\$125.00
Special Event Food Outlet/Mobile Cooking Operation re-inspection	N/A	Same as inspection fee schedule
Cost Recoveries (GST Taxable Except Ambulance Services)		
SERVICE/ACTION	Approved 2020	Proposed 2021
Fire Investigation	N/A	\$125.00/person/hr
Fire Incident report	N/A	\$125.00
Fire Investigation Summary	N/A	\$250.00
Third Party Investigator and/or Consultants	Actual cost + \$62.00	Actual cost + 10%
False Alarm - at same site within a twelve (12) month period for other than approved fire alarm systems maintained as per ULC S536 requirements First and Second False Alarm	\$0	\$0
Third False Alarm	\$304.00	\$304.00
Fourth False Alarm	\$424.00	\$424.00
Fifth and Subsequent False Alarms	\$605.00	\$605.00
Fire Suppression response	Actual costs of disposable or rented equipment or apparatus plus an administrative fee of \$62.00	First hour - No charge, \$500/unit/hr thereafter
MVC Except Provincial Highway	Actual cost of disposable equipment plus \$62.00	\$500.00/unit/hr
MVC Provincial Highway	Alberta Transportation Rates	Alberta Transportation Rates or \$500.00/unit/hr
Third Party Response, including but not limited to hazardous materials cleanup	Actual cost + \$62.00	Actual cost + 10%
Supplies	Actual costs of disposable or rented equipment or apparatus plus and administrative fee of \$62.00	Actual cost + 10%
Hazmat Response	Actual costs of disposable or rented equipment or apparatus plus and administrative fee of \$62.00	\$500/unit/hr
Rescue	Actual costs of disposable or rented equipment or apparatus plus and administrative fee of \$62.00	\$500/unit/hr
Administration Fee on all Response Fees - includes standard consumables and disposal costs	\$62.00	\$100 per incident
Ambulance Services (GST Exempt)		
- for patients within a qualifying provincial program	Rates as set from time to time by the Minister or Deputy Minister of Alberta Health	Rates as set from time to time by the Minister or Deputy Minister of Alberta Health
- for all other patients	Rates as set from time to time by Alberta Blue Cross	Rates as set from time to time by Alberta Blue Cross

SCHEDULE 12
TO POLICY C-FS-16

ALARM SYSTEM BYLAW 25/2002

SCHEDULE "A"

	Approved 2020	Proposed 2021
PERMIT FEES - GST Exempt		
- All Buildings	36.00	36.00
RE-INSTATEMENT FEE	337.00	337.00
RESPONSE FEE		
- First False Alarm Associated to New Permit	No Charge	No Charge
- False Alarms in a Residential Building	91.43	91.43
- False Alarm in a Commercial or other type of Building or Property up to 500 sq. m. in size	119.05	119.05
- False Alarm in a Commercial or other type of Building or Property over 500 sq. m. in size	176.19	176.19

PREVIOUSLY DISTRIBUTED

SCHEDULE "A"
TO MASTER RATES BYLAW 1/82

BUILDING PERMIT FEES
LOT GRADING AND STREET CLEANING LEVY

GST EXEMPT

		Approved 2020	Proposed 2021
	Multi-family, Commercial, Industrial, Institutional		
1.	Each \$1,000 of construction value	9.80	10.00
2. (a)	Tenant Improvements, Alterations, Change of Use or Occupancy, Inclined Solar Panels (Minimum fee to \$50,000 Construction Value)	182.00	186.00
(b)	Alterations, Improvements in excess of \$50,000 Construction Value	9.50/\$1,000 Construction Value	10.00/\$1,000 Construction Value
3.	Application fee (non refundable deposit applied to final permit fee)	182.00	186.00
4.	Demolition permit	182.00	186.00
5.	Apartment Suite Occupancy Fee	24.00/per suite	25.00/per suite
6.	Temporary structures, relocatable building, tents, Scaffolding or Hoarding structures on City Property	182.00	186.00
	Sprinkler System		
7. (a)	Supply valve s to 150 mm	194.00	198.00
(b)	For each sprinkler head	0.50	1.00
(c)	Renovations to sprinkler system (minimum fee)	124.00	126.00
	Residential Single Family, Semi Detached, Garage Suites, & Garden Suites		
8. (a)	Main Floor (per sq. foot) new construction	0.50/sq.ft	0.52/sq.ft
	Second Floor or additional storeys (per sq. foot) new construction	0.50/sq.ft	0.52/sq.ft
(b)	Change of use or occupancy, garages, carports, additions and basement development	77.00	79.00
(c)	Structures, Alterations or Additions exceeding \$50,000 Construction Value or requiring more than one stage of inspection	9.50/\$1,000 Construction Value	10.00/\$1,000 Construction Value
(d)	Application fee for new single family dwelling (non refundable deposit credited to final permit fee)	182.00	186.00
(e)	Leave as built "retroactive permit" double permit fee (Minimum fee)	154.00	157.00
(f)	Demolition permit (also requires On-Street Construction Permit)	77.00	79.00
(g)	Install relocatable approved structure or certified manufactured building	422.00	430.00
(h)	Basement suite, or renovation/occupancy of existing suite	273.00	278.00
(i)	Basement suite included in application for new home construction	96.00	98.00
(j)	Solid Fuel - Fireplace / Woodstove	110.00	112.00
(k)	Re-Submission / Re-Examination of plans	182.00	186.00
(l)	Inclined solar panels on roof or ground	182.00	186.00
	Street Cleaning Levy		
9. (a)	New Multi-Family Apartments, Commercial, Industrial, and Institutional. Payable at issuance of building permit based on each metre of street frontage directly adjacent to the property.	3.90/metre As Determined by Public Works	4.00/metre As Determined by Public Works

SCHEDULE "A"
TO MASTER RATES BYLAW 1/82

BUILDING PERMIT FEES
LOT GRADING AND STREET CLEANING LEVY

GST EXEMPT

		Approved 2020	Proposed 2021
(b)	Single Family, Semi Detached, Row Houses (per unit). Payable at issuance of building permit	59.00 As Determined by Public Works	60.00 As Determined by Public Works
	Lot Grading		
10. (a)	Lot Grading Certificate Single Family Dwelling	170.00	173.00
(b)	Semi Detached, Row houses – Per unit	170.00	173.00
	File Searches		
11.	In depth (generally > 1hr) review of files to obtain documents related to a property.	130.00	133.00
	General		
12. (a)	Re-inspection Fee- work not ready/building locked, Successive failure to pass inspection	110.00	112.00
(b)	Alberta Safety Codes Council fee (collected on behalf of Safety Codes Council)	Set by SCC	Set by SCC
(c)	In the event any work is commenced prior to the issuance of an applicable permit, the fees shall be DOUBLED.	Double Fee	Double Fee

PREVIOUSLY DISTRIBUTED

SCHEDULE "B"
TO MASTER RATES BYLAW 1/82

PLUMBING PERMIT FEES

GST EXEMPT

		Approved 2020	Proposed 2021
	Residential/Multi-Family/Commercial		
1. (a)	Minimum Permit Fee - not over 4 fixtures	92.00	94.00
(b)	Additional fixtures or fixture outlets (each)	19.00	19.00
(c)	Rainwater leaders and/or roof drains (non-residential)	19.00	19.00
(d)	Installation of backflow prevention device (water/sewer)	92.00	94.00
(e)	Sump pump pit and discharge fixtures	92.00	94.00
(f)	Underground sprinkler system installation	92.00	94.00
	Building Sanitary Sewer and Storm		
	Residential		
2. (a)	Sanitary sewer - including water service per building connection	92.00	94.00
	Commercial		
(b)	Sanitary sewer - including water service per building connection	182.00	186.00
	Site Services		
3	Private sewage disposal system	182.00	186.00
	Fire Protection		
4.	Wet or dry standpipe and hose systems connected to the City of St. Albert water supply (includes 4 hose connections)	65.00	66.00
5.	Each hose connection (additional over 4)	9.50	10.00

SCHEDULE "B"
TO MASTER RATES BYLAW 1/82

PLUMBING PERMIT FEES

GST EXEMPT

			Approved 2020	Proposed 2021
	General			
6.	Alberta Safety Codes Council Fee (collected on behalf of Alberta Safety Codes Council)		Set by SCC	Set by SCC
7.	In the event any work is commenced prior to the issuance of an applicable permit, the fees shall be doubled.		Double Fee	Double Fee
8.	Additional inspections required as a result of the building locked or inaccessible for inspection, or failing to meet the required standard within two inspections will be charged a fee per inspection required.		110.00	112.00

PREVIOUSLY DISTRIBUTED

SCHEDULE "C"
TO MASTER RATES BYLAW 1/82

GAS PERMIT FEES

GST EXEMPT

		Approved 2020	Proposed 2021
	Residential Occupancy Not Exceeding 500,000 B.T.U.		
1. (a)	Installation with not more than 3 outlets which requires a meter	111.00	113.00
(b)	Installation with not more than 2 outlets which add to or extends existing gas equipment and does not need a meter	89.00	91.00
(c)	Additional outlets	18.00	18.00
(d)	Maintenance or repair work requiring a permit	89.00	91.00
(e)	Interim Permit Fee or temporary installations - Residential Construction Heat	89.00	91.00
(f)	Inspection for restoration of gas service or to determine fitness of existing installations	89.00	91.00
(g)	Gas fireplace installation, water heaters, barbecues, garage heaters (Combination gas & heating permit)	89.00	91.00
(h)	Combination Permit-Furnace replacement + additional gas appliance	89.00	91.00
	Commercial Occupancy or Residential Occupancy Exceeding 500,000 B.T.U.		
2. (a)	For total input of 19.0 kW to 29.03 kW (65,000 B.T.U./h to 100,000 B.T.U./h)	117.00	119.00
(b)	29.3 kW to 117.2 kW (100,001 B.T.U./h to 400,000 B.T.U./h)	234.00	239.00
(c)	117.2 kW to 1465.0 kW (400,001 to 5,000,000 B.T.U./h)	328.00	335.00
(d)	1465.0 kW to 2930.0 kW or greater (5,000,001 B.T.U./h to 10,000,000 B.T.U./h)	481.00	491.00
(e)	Laboratory burners		
	- first four (4) outlets or less	111.00	113.00
	- each additional outlet	6.00	6.00
(f)	Maintenance or repair work requiring a permit	111.00	113.00
(g)	Minimum Permit Fee	111.00	113.00
(h)	Temporary gas installations - Construction Heat for non-residential	111.00	113.00
(i)	Inspection for restoration of gas service or to determine fitness of existing installations	111.00	113.00

SCHEDULE "C"
TO MASTER RATES BYLAW 1/82

GAS PERMIT FEES

GST EXEMPT

		Approved 2020	Proposed 2021
	Propane Tanks		
3	Tank set in excess of 454 litres with or without vaporizer and service lines	89.00	91.00
	General		
4.	Alberta Safety Codes Council Fee (collected on behalf of the Alberta Safety Codes Council)	Set by SCC	Set by SCC
5.	In the event any work is commenced prior to the issuance of an applicable permit, the fees shall be doubled.	Double Fee	Double Fee
6.	Additional inspections required as a result of the building locked or inaccessible for inspection, or failing to meet the required standard within two inspections will be charged a fee per inspection required.	110.00	112.00

PREVIOUSLY DISTRIBUTED

SCHEDULE "E"
TO MASTER RATES BYLAW 1/82

DEVELOPMENT FEES

GST EXEMPT

		Approved 2020	Proposed 2021
1.	Discretionary Use and Waiver Fee	56.00 per item	57.00 per item
2.	Land Use Compliance Certificate		
	- Single Family Residential (Regular Service)	230.00	235.00
	- Single Family Residential (Accelerated Service)	367.00	374.00
	- Other Residential (e.g. R3, R3A, R4) (Regular Service)	1,046.00	1,067.00
	- Commercial/Industrial (Regular Service)	1,046.00	1,067.00
	- Mixed Use	1,046.00	1,067.00
	- Other (Regular Service)	230.00	235.00
	- Basement Suite	-	-
3.	Development Permits:		
(a)	New Construction – Application Fee		
	- R1, R2, RX, RXL, BW (Residential)	383.00	391.00
	- R3, R3A, R4, DR, Residential in ICC & DT	893.00	911.00
	- C1, C2, CC, MC, RC, Commercial/Other in BW, ICC & DT	893.00	911.00
	- BP, CIS, BPT, BP2	893.00	911.00
	- P, PS, IF	270.00	275.00
	- DC, UR, DCMU, DCNUV	Equivalent to Comparable Land Use	Equivalent to Comparable Land Use
	-variance consideration for new development for R1, R2, RX, RXL	200.00	204.00
	-variance consideration for new development for all remaining districts	326.00	333.00
(b)	New Construction or Additions – Approval Fee		
	- Residential in R3, R3A, R4, DR, C1, C2, CC, RC, MC, BW, ICC, DCMU, DCNUV, & DT	\$92.00/ unit to max \$9,000	\$94.00/ unit to max \$9,000
	- Commercial/Other in C1, C2, CC, RC, BW, ICC, DCMU, DCMUV, & DT		
	- up to 200m ²	\$9.00/m ²	\$9.20/m ²
	- over 200m ²	\$3.50/m ²	\$3.60/m ²
	- maximum	26,520.00	27,050.00
	- BP, CIS, BPT, BP2		
	- up to 200m ²	\$9.00/m ²	\$9.20/m ²
	- over 200m ²	\$3.50/m ²	\$3.60/m ²
	- maximum	26,520.00	27,050.00
	- PS, IF		
	- up to 200m ²	\$2.40/m ²	\$2.45/m ²
	- over 200m ²	\$1.70/m ²	\$1.75/m ²
	- maximum	4,947.00	5,046.00
	- DC, UR	Equivalent to Comparable Land Use	Equivalent to Comparable Land Use

SCHEDULE "E"
TO MASTER RATES BYLAW 1/82

DEVELOPMENT FEES

GST EXEMPT

		Approved 2020	Proposed 2021
(c)	Interior Renovation Applications, Garages, Accessory Developments		
	- R1, R2, R3, R3A, R4, RX, RXL, DR, Residential in BW, ICC & DT	71.00	72.00
	- C1, C2, CC, MC, RC, BP, BP2, CIS, BPT, Commercial/Other in BW, ICC & DT	235.00	240.00
	P, PS, IF	235.00	240.00
	- DC, UR, DCMU, DCNUV	Equivalent to Comparable Land Use	Equivalent to Comparable Land Use
(d)	Use Changes		
	- C1, C2, CC, MC, BP, BP2, CIS, BPT, Commercial/Other in BW & DT	235.00	240.00
	- R1, R2, R3, R3A, R4, RX, RXL, DR, Residential in C1, C2, CC, RC, MC, BW, ICC, DCMU, DCNUV, & DT	235.00	240.00
(e)	Fences (corner lot)	92.00	94.00
(f)	Home Occupations	153.00	156.00
(g)	Business Development Centre (NABI)	43.00	44.00
(h)	Signs		
	- Signs (Portable, Balloon, Banner)	158.00 per sign	161.00 per sign
	- Signs (Permanent)	235.00 per sign	240.00 per sign
	- Signs (With a Digital Display)	470.00 per sign	480.00 per sign
(i)	Retroactive Development Permits		
	- Single Family Residential & Residential Accessory Uses	Per established fee schedule (no retroactive surcharge)	Per established fee schedule (no retroactive surcharge)
	- Signs (Portable, Balloon, Banner)	408.00	416.00
	- Signs (Permanent)	470.00	479.00
	- Signs (With a Digital Display)	940.00	959.00
	- All other uses including Direct Control	281.00	287.00
(j)	Other	75.00	77.00
(k)	Resubmission Fee – a 50% resubmission fee applies to all the fees in Schedule "E" if revised plans are submitted by the proponent after the processing of plan(s) has been initiated.	50% of original fee	50% of original fee
(l)	Basement Suite		
	- renovation of existing suite	204.00	208.00
	- new suite	204.00	208.00
	- new suite as part of new construction	204.00	208.00
	Secondary Suite	204.00	208.00
4.	Cell Tower Application Fee	2,458.00	2,507.00
5.	Road Closure	1,994.00	2,034.00
6.	Infill review	300.00	306.00
7.	In-depth file search (generally > 1 hr) - zoning, BP's, DP's, etc.	130.00	133.00
8.	Stripping and Grading		
	- outside of a Development Agreement, 3 ha or less	388.00	396.00
	- outside of a Development Agreement, greater than 3 ha	1,092.00	1,114.00
9.	Variance	150.00	153.00

SCHEDULE "F"
TO MASTER RATES BYLAW 1/82

SUBDIVISION AND DEVELOPMENT APPEAL FEES

GST EXEMPT

	Approved 2020		Proposed 2021	
	Owner Fees	Affected Party Fees	Owner Fees	Affected Party Fees
DEVELOPMENT APPEAL FEES				
Land Use Classification				
R1, R2, BW (Residential)	195.00	195.00	199.00	199.00
P	195.00	195.00	199.00	199.00
PS, IF	195.00	195.00	199.00	199.00
UR	195.00	195.00	199.00	199.00
Signs	300.00	195.00	306.00	199.00
Home Occupations	300.00	195.00	306.00	199.00
R3, R3A, R4, DR, Residential in ICC & DT	300.00	195.00	306.00	199.00
C1, CC, MC, RC, Commercial/Other in BW, ICC & DT	300.00	195.00	306.00	199.00
BP, CIS, BPT	300.00	195.00	306.00	199.00
DCMU, DCNUV	300.00	195.00	306.00	199.00
SUBDIVISION APPEAL FEES				
Land Use Classification				
R1, R2, BW (Residential)	3,200.00	3,200.00	3,264.00	3,264.00
P	3,200.00	3,200.00	3,264.00	3,264.00
PS, IF	3,200.00	3,200.00	3,264.00	3,264.00
UR, IMFA	3,200.00	3,200.00	3,264.00	3,264.00
R3, R3A, R4, DR, Residential in ICC & DT	3,200.00	3,200.00	3,264.00	3,264.00
C1, CC, MC, RC, Commercial/Other in BW, ICC & DT	3,200.00	3,200.00	3,264.00	3,264.00
BP, CIS, BPT, BP2	3,200.00	3,200.00	3,264.00	3,264.00
DCMU, DCNUV	3,200.00	3,200.00	3,264.00	3,264.00

SCHEDULE "G"

TO MASTER RATES BYLAW 1/82

PLANNING FEES

GST EXEMPT

		Approved 2020		Proposed 2021	
1.	Statutory & Non-Statutory Plans				
	Land Use Bylaw Amendment/Redistricting		6,151.00		6,274.00
	Land Use Bylaw - New Land Use District		10,000.00		10,200.00
	Land Use Bylaw - New Direct Control District, <0.4 Ha		6,151.00		6,274.00
	Land Use Bylaw - New Direct Control District, >0.4 Ha		10,000.00		10,200.00
	Municipal Development Plan Amendment/Inter-municipal Plan Amendment		1,999.00		2,039.00
	Area Structure Plan/Area Redevelopment Plan Amendment		12,735.00		12,990.00
	(a) Area Structure Plan/Area Redevelopment Plan Amendment- Minor change		6,365.00		6,492.00
	(b) Pre- application Fee Area Structure Plans New and Amended		546.00		557.00
	New Area Structure Plan/Area Redevelopment Plan Bylaw		12,735.00		12,990.00
2.	Miscellaneous				
	Pre-app meeting (beyond mtg #3)		500.00		510.00
	In-depth (generally >1 hr) file review fee		130.00		133.00
	Technical Review/Expert Fee		\$175/hr		\$179/hr
	Urban Design Review Fee		2,000.00		2,040.00
	EMRB Referral Fee		500.00		510.00
3.	Condominium Plans:				
	Examination & Approval (set by provincial legislation - Condo Act)		40.00		41.00
		Application Fee/Unit	Approval Fee/Unit	Application Fee/Unit	Approval Fee/Unit
4.	Subdivision Fees				
	- R1, R2, RX, RXL, BW (Residential)	420.00	175.00	428.00	179.00
	- P, PS, IF	420.00	175.00	428.00	179.00
	- UR	420.00	175.00	428.00	179.00
	- R3 & R3A, & R4 (≤ 9 units) (Freehold/Fee Simple Units) - flat rate	610.00	245.00	620.00	250.00
	- R3, R3A, R4 (10 and more units)	6,000.00	1,330.00	6,120.00	1,357.00
	- R3, R3A, R4, DR, Residential in ICC & DT	3,170.00	1,330.00	3,233.00	1,357.00
	-R1, R2 Infill	610.00	245.00	622.00	250.00
	- C1, C2, CC, MC, RC, Commercial/Other in BW, ICC & DT	3,170.00	1,330.00	3,233.00	1,357.00
		3,170.00	1,330.00	3,233.00	1,357.00
	- BP, BP2, CIS, BPT (Less than 0.4 ha)				
	- BP, BP2, CIS, BPT (Greater than 0.4 ha)	3,170.00	1,330.00	3,233.00	1,357.00
	- DC, DCMU, DCNUV	3,170.00	1,330.00	3,233.00	1,357.00

SCHEDULE "G"
TO MASTER RATES BYLAW 1/82
PLANNING FEES
GST EXEMPT

		Approved 2020		Proposed 2021	
5.	Phased Condominiums/Subdivision Application	3,170.00		3,233.00	
	Phased Development Condominium Unit & titled parking and/or titled storage within a structure		40.00		41.00
	Phased Development Titled Parking Unit (surface) and/or titled surface storage unit		140.00		143.00
6.	Subdivision Endorsement Time Extension Fee		470.00		479.00
7.	Subdivision Registration Time Extension Fee		470.00		479.00
8.	Resubmission Fee				
	– a 50% resubmission fee applies to all of Schedule “G” if revised plans are submitted by the proponent after the circulation of plans has been initiated.	50% of original fee	50% of original fee	50% of original fee	50% of original fee

SCHEDULE "H"

TO MASTER RATES BYLAW 1/82

WATER SERVICE CONNECTION FEE

GST EXEMPT

1. The Council of the City of St. Albert hereby imposes water service connection fee on lots that were serviced with municipal water service prior to December 21, 2009 as follows:			
		Approved 2020	Proposed 2021
1.	Single family dwelling, semi-detached or rowhousing unit.	2,596.00	2,596.00
2.	For each apartment unit as follows:		
	- bachelor suite	881.00	881.00
	- 1 bedroom suite	1,293.00	1,293.00
	- 2 bedroom suite	1,739.00	1,739.00
	- 3 bedroom suite	2,162.00	2,162.00
	- 4 bedroom suite	2,596.00	2,596.00
3.	For each non-residential development depending on the size of the required water service connection as follows:		
	- 19 mm pipe size	1,204.00	1,204.00
	- 25 mm pipe size	2,094.00	2,094.00
	- 32 mm pipe size	3,277.00	3,277.00
	- 50 mm pipe size	9,502.00	9,502.00
	- 75 mm pipe size	19,015.00	19,015.00
	- 100 mm pipe size	34,050.00	34,050.00
	- 150 mm pipe size	76,794.00	76,794.00
2. The Council of the City of St. Albert hereby imposes a water service connection fee on all other applications within the boundaries of the City of St. Albert as follows:			
		Proposed 2020	Proposed 2020
1.	Single family dwelling, semi-detached or rowhousing unit.	780.00	780.00
2.	For each apartment unit as follows:		
	- bachelor suite	262.00	262.00
	- 1 bedroom suite	391.00	391.00
	- 2 bedroom suite	524.00	524.00
	- 3 bedroom suite	652.50	652.50
	- 4 bedroom suite	780.00	780.00
3.	For each non-residential development depending on the size of the required water service connection as follows:		
	- 19 mm pipe size	780.00	780.00
	- 25 mm pipe size	1,366.00	1,366.00
	- 32 mm pipe size	2,129.00	2,129.00
	- 50 mm pipe size	5,406.00	5,406.00
	- 75 mm pipe size	12,373.00	12,373.00
	- 100 mm pipe size	22,180.00	22,180.00
	- 150 mm pipe size	49,950.00	49,950.00

SCHEDULE "N"
TO MASTER RATES BYLAW 1/82

ASSESSMENT APPEALS

GST EXEMPT

			Approved 2020	Proposed 2021
1.	Residential (having three or fewer dwelling units) and Farm property classes		40.00	40.00
2.	Residential (having four or more dwelling units) and Non-Residential Property Classes:			
	Assessed Value Range			
	Under \$1,000,000		250.00	250.00
	\$1,000,001 to \$5,000,000		500.00	500.00
	Greater than \$5,000,000		650.00	650.00
3.	Fees are refunded if the Assessment Review Board makes a decision in favour of the complainant			

***Appeal fees not to exceed maximum fees established by AR310/2009**

SCHEDULE "S"
TO MASTER RATES BY LAW 1/82

HEATING, VENTILATION AND AIR CONDITIONING PERMIT FEES

GST EXEMPT

		Approved 2020	Proposed 2021
	Residential Heating, Cooling and Ventilation Systems		
1. (a)	New Single Family Heating or Cooling systems. Includes forced air, hydronic, heat pumps. (Primary heating systems, includes exhaust fans & heat recovery ventilators)	111.00 per unit	113.00 per unit
(b)	Multi family / apartment residential / institutional systems. Each independent system or duct system utilizing reheat or cooling coils, furnaces, or electric elements.	111.00 per suite	113.00 per suite
(c)	Replacement of Furnace and/or duct systems	89.00	91.00
(d)	Alteration or extension of duct systems	89.00	91.00
(e)	Heat Recovery Ventilators – per unit	111.00	113.00
	Commercial Buildings – Heating/Cooling and Ventilation		
	Fees determined by the total kW (total B.T.U./hr.) input per unit for Heating/Cooling Appliances based on B.T.U. Capacity. Includes Hydronic heating per boiler input, heat pumps, forced air per furnace input, direct fired make up air units, duct systems.		
2. (a)	Heating or Cooling Systems up to 58.6 kW (200 MBH)	111.00	113.00
(b)	Heating or Cooling Systems between 58.6 kW (201 MBH) up to 293.0 kW (1000 MBH)	153.00	156.00
(c)	Heating or Cooling Systems above 293.1 kW (1,000 MBH)	433.00	442.00
(d)	Alterations, renovations or extension of duct systems	111.00	113.00
(e)	Replacement of Furnace or Roof Top Unit	111.00	113.00
	Exhaust Systems (Per fan unit)		
	Permits shall be obtained for mechanical exhaust duct systems such as restaurant range hoods, paint spray booths, carbon monoxide systems, washrooms, and systems of similar nature.		
3. (a)	Less than 500 c.f.m.	30.00	31.00
(b)	501 c.f.m. up to 4,000 c.f.m. (189 m ³ /s)	94.00	96.00

SCHEDULE "S"
TO MASTER RATES BY LAW 1/82

HEATING, VENTILATION AND AIR CONDITIONING PERMIT FEES

GST EXEMPT

			Approved 2020	Proposed 2021
(c)	Systems exhausting in excess of 4,000 c.f.m.		94.00	96.00
(d)	Residential apartment systems suite exhaust and dryers - per suite		30.00	31.00
	General			
4.	Alberta Safety Codes Council fee (collected on behalf of Alberta Safety Codes Council)		Set by SCC	Set by SCC
5.	Additional inspections required as a result of the building locked or inaccessible for inspection, or failing to meet the required standard within two inspections will be charged a fee per inspection required.		110.00	112.00
6.	In the event any work is commenced prior to the issuance of an applicable permit, the fees shall be doubled.		Double Fee	Double Fee

PREVIOUSLY DISTRIBUTED

SCHEDULE "T"
TO MASTER RATES BYLAW 1/82
ELECTRICAL FEES
GST EXEMPT

		Approved 2020	Proposed 2021
	Residential Single Family Dwellings - including New home construction, secondary suites, & major additions (Calculated on square footage)		
1. (a)	0 sq. ft - 2,500 sq. ft. (main & 2nd floor)	182.00	186.00
(b)	2,500 sq. ft. and above (main & 2nd floor)	240.00	245.00
(c)	Basement development for new dwellings	Add 94.00	Add 96.00
	Residential Alterations - including garage, basement development, minor additions		
2.	Minimum fee	94.00	96.00
3.	Commercial, Industrial, & Institutional & Residential Solar, wind, and alternative energy system wiring and connection to existing electrical service		
(a)	Up to \$8,000 minimum fee	188.00	192.00
(b)	Over \$8,000 , add \$6.00 per 1,000 installation cost (Calculated on Installation Cost = total amount = Materials, labour and profit)	Minimum Fee + 6.00/1,000 Installation Cost	Minimum Fee + 6.10/1,000 Installation Cost
	Other Electrical Permit Fees		
4.	Temporary Service (100 amps or less)	94.00	96.00
	Residential - Underground or Overhead Service Repair or Installation (conductors & feeders) & meter removal	123.00	125.00
5.	Residential - Panel Changes	123.00	123.00
6.	Residential - Panel Connection & Wiring (Combination)	94.00	96.00
7.			
8. (a)	Annual Inspection / Investigation charges - for the first 2 hours	245.00	250.00
(b)	Annual Inspection / Investigation charges	94.00 per hr	96.00 per hr
(c)	After Hours Inspection (up to 3 Hours)	350.00	357.00
(d)	Solar, wind, and alternate energy system wiring and connection to existing electrical service up to 10 kW (see commercial, industrial, & institutional for systems exceeding 10 kW).	153.00	156.00
9	Alberta Safety Codes Council fee (collected on behalf of Alberta Safety Codes Council)	Set by SCC	Set by SCC
10	In the event any work is commenced prior to the issuance of an applicable permit, the fees shall be doubled.	Double Fee	Double Fee
11	Additional inspections required as a result of the building locked or inaccessible for inspection, or failing to meet the required standard within two inspections will be charged a fee per inspection required.	110.00	112.00

SCHEDULE "U"
TO MASTER RATES BYLAW 1/82

ENGINEERING FEES

GST EXEMPT

		Approved 2020	Proposed 2021
	Engineering Fees		
1.	Encroachment Agreements - moved from Schedule "E"	543.00	543.00
2.	Subdivision Development Inspection Fee - moved from Schedule "E"	4,500.00 per hectare	4,500.00 per hectare
3.	Development Agreement Fee - moved from Schedule "G"	4,040.00	4,040.00
4.	Development Agreement Amendment Fee	4,040.00	4,040.00
5.	Show Home Agreement Fee	2,020.00	2,020.00
6.	Engineering Re-Inspection Fee	111.00	111.00
	* applies to rejected drawings/ field work		
7.	As-built /File request fee		
	1) per PDF file	5.50	5.50
	2) per 1/2 hour for scanning/photocopying	26.50	26.50
8.	Traffic Timing Signal Requests	108.00	108.00
	Large Load Permitting Fee		
	a) Standard/auto approved	20.50	20.50
	b) Manual review	23.50	23.50
9.	Stripping and Grading		
	- outside of a Development Agreement, 3 ha or less	194.00	194.00
	- outside of a Development Agreement, greater than 3 ha	546.00	546.00
10.	Site Servicing Permit Fees		
	Multi-family/Commercial/Institutional		
	(a) Sanitary Manhole - Each	25.00	25.00
	(b) Storm Fixtures, fixture outlets, drain discharge devices, catch basins or manholes (each)	25.00	25.00
	(c) For each 30 m or fraction thereof of storm main, sanitary sewer main, water main (# of lengths)	185.00	185.00
	(d) Building sanitary sewer/storm service including water service connection (per trench)	185.00	185.00
	(e) Hydrant on private property	125.00	125.00
	(f) Landscape First Project hectare or portion thereof of landscaping area \$720.00. Each additional hectare or portion thereof an additional #355.00	1st ha or portion/720. 00; each additional ha or portion/355. 00	1st ha or portion/720. 00; each additional ha or portion/355. 00
	Residential Infill		
	(f) Building sanitary sewer/storm service including water service connection (per trench)	185.00	185.00
11.	Engineering Drawing Review fee (3rd and subsequent reviews)	300.00	300.00
	Lot Grading		
12.	Commercial, Industrial, Institutional or Apartment Bldg. –First Project hectare or portion thereof of landscaped area \$720.00. Each additional hectare or portion thereof an additional \$355.00.	1st ha or portion/720. 00; each additional ha or portion/355. 00	1st ha or portion/720. 00; each additional ha or portion/355. 00

SCHEDULE A
ANIMAL BYLAW 11/2013

Fee Description	Approved 2020			Proposed 2021		
	Base Fee	Dog Park Surcharge	Total	Base Fee	Dog Park Surcharge	Total
New Dog Licence Fees						
New Dog License - Obtained January 1 to September 29	61.00	10.00	71.00	61.00	10.00	71.00
New Spay/Neutered Dog Licence - Obtained January 1 to September 29	28.00	10.00	38.00	28.00	10.00	38.00
New Dog Licence - Obtained September 30 to December 31	30.50	5.00	35.50	30.50	5.00	35.50
New Spay/Neutered Dog Licence - Obtained September 30 to December 31	14.00	5.00	19.00	14.00	5.00	19.00
Renewal Dog Licence Fees						
Renewal of Dog Licence on or before January 31	61.00	10.00	71.00	61.00	10.00	71.00
Renewal of Spay/Neutered Dog Licence on or before January 31	28.00	10.00	38.00	28.00	10.00	38.00
Renewal of Dog Licence on or after February 1 (50% increase - late fee)	91.50	10.00	101.50	91.50	10.00	101.50
Renewal of Spay/Neutered Dog Licence on or after February 1 (50% increase - late fee)	42.00	10.00	52.00	42.00	10.00	52.00
Dangerous Dog Fees						
Dangerous Dog Licence - payable upon determination date	250.00	10.00	260.00	250.00	10.00	260.00
Renewal of Dangerous Dog Licence on or before January 31	250.00	10.00	260.00	250.00	10.00	260.00
Renewal of Dangerous Dog Licence on or after February 1 (50% increase - late fee)	375.00	10.00	385.00	375.00	10.00	385.00
Special Dog Licence Fees						
Dog Licence - for proven rescue foster home	No Charge	No Charge	Nil	No Charge	No Charge	Nil
Dog Licence - for proven service, guide dog or service or guide dog in training	No Charge	No Charge	Nil	No Charge	No Charge	Nil
Kennel/Impound/Seizure Fees						
Shelter and Care - First day or part of a day	37.15	n/a	37.15	37.15	n/a	37.15
Shelter and Care - Each additional day or part of a day	37.15	n/a	37.15	37.15	n/a	37.15
For any required veterinary treatment, including drugs or medicines	Actual Cost of the Treatment	n/a	Actual Cost of the Treatment	Actual Cost of the Treatment	n/a	Actual Cost of the Treatment
Other Fees						
Replacement Dog Tag	5.00	n/a	5.00	5.00	n/a	5.00

POLICY C-IS-02

WASTEWATER SERVICE DISRUPTION CALLOUT

GST EXEMPT

	Wastewater Service Line Disruption Callouts	Approved 2020	Proposed 2021
1	Deficiencies contained on City Property	-	-
2	Deficiencies contained on both City and Private Property (Work Hours)	100.00	100.00
	Deficiencies contained on both City and Private Property (After Hours)	150.00	150.00
3	Deficiencies contained on Private Properties (Work Hours)	200.00	200.00
	Deficiencies contained on Private Properties (After Hours)	300.00	300.00
4	Sewer / CCTV Mainline Cleaning - Per Hour	275.00	275.00
	TOTAL BUDGET IMPACT		

PREVIOUSLY DISTRIBUTED

Fees Contained in Policy C-FS-16		Impact of Approved Rate Changes (Municipal)	Impact of Approved Rate Changes (Utilities)
		\$	\$
Schedule 1	Assessment & Tax Enquiry	7,000	-
Schedule 2	Transit Fares	-	-
Schedule 3	Administrative Charges	-	-
Schedule 5	Arden Theatre Rental	-	-
Schedule 6	Rural Road Dust Control	-	-
Schedule 7	Rain Barrel Program	-	-
Schedule 10	St Albert Visual Arts Studio		-
Schedule 11	Cemetery		-
Total - Fees Contained in Policy C-FS-16		\$ 7,000	-

PREVIOUSLY DISTRIBUTED

SCHEDULE 1
TO POLICY C-FS-16

ASSESSMENT AND TAX ENQUIRY FEES

GST EXEMPT*

		Approved 2020	Proposed 2021
	Tax Certificate*		
	Manual	39.00	40.00
	Manual - RUSH	44.00	45.00
	On-Line	35.00	36.00
	Telephone Tax Enquiry (Owner Exempt)*	22.50	23.00
	Mortgage Company Tax Enquiry*	35.00	36.00
	Tax Notification Fee*	110.00	115.00
	Administration Fee for Refund of Duplicate Tax Payment	30.00	30.00
	Custom Report and/or Data Request as Prepared by Assessment Staff		
	Hourly Fee (Minimum 1-hr Charge)	60.00	65.00
	Assessment Summary Report, per property (Owner Exempt)*	10.00	10.00
	Copies of Assessment Roll, per page*	2.00	2.00

PREVIOUSLY DISTRIBUTED

SCHEDULE 2
TO POLICY C-FS-16

TRANSIT FARES

GST EXEMPT

FARE TYPE		Approved 2020	Proposed 2021
Cash: Local (within St. Albert)			
	Adult (18 years to 64 years)	3.25	3.25
	Senior Citizen (65+ years)	3.25	3.25
	Youth (13 to 18)	Free trial	Free trial
	Child (0 to 12 years) with adult	Free	Free
	Medically Required Attendant (for patron w/disability)	Free	Free
Cash Commuter: (to/from Edmonton)			
	Adult (18 years to 64 years)	6.00	6.00
	Senior Citizen (65+ years)	5.00	5.00
	Youth (13 - 18 years)	5.00	5.00
	Child (0 to 12 years) with adult	Free	Free
Tickets:			
	Local (within St. Albert)	24.50 for 10	24.50 for 10
	Commuter (to/from Edmonton)	42.00 for 10	42.00 for 10
Passes:			
	Monthly Local (within St. Albert)	72.00	72.00
	Monthly Senior/Student Local	40.60	40.60
	Monthly Commuter (to/from Edmonton)	116.00	116.00
	Monthly Student Commuter Pass	104.00	104.00
	Monthly Seniors Commuter (65+ years)	63.00	63.00
	Monthly AISH Pass	63.00	63.00
	Monthly "All Aboard" Program (Commuter)	40.60	40.60
Handibus Fares:			
Cash:			
	Local (within St. Albert)	3.25	3.25
	Commuter (to/from Edmonton)	6.00	6.00
Tickets:			
	Local (within St. Albert)	24.50 for 10	24.50 for 10
	Commuter (to/from Edmonton)	42.00 for 10	42.00 for 10

SCHEDULE 3
TO POLICY C-FS-16

ADMINISTRATIVE CHARGES

		Approved 2020	Proposed 2021
Finance - GST EXEMPT			
	Processing of payments returned due to insufficient funds	40.00	40.00
	Monthly interest charge on accounts not paid within 30 days for General Accounts Receivable and Ambulance Accounts Receivable	1 1/2% per month or 18% per annum	1 1/2% per month or 18% per annum
RCMP - GST TAXABLE			
	Extra or 3rd party police/collision report copies	76.19	76.19
	Police Information Check for Pardon Applications	76.19	76.19
	Local Criminal Record Checks		
	Police Information Checks (Criminal Record Checks, Local Indices)		
	- Resident	55.24	55.24
	- Non-Resident	76.19	76.19
	Resident/Non-Resident Volunteer- requiring check for purposes of volunteering for a not-for-profit organization within the Municipal Boundary	Free	Free
	Resident Volunteer- requiring Criminal Record check for purposes of volunteering for a not-for-profit organization outside the Municipal Boundary	10.48	10.48
	Any Fingerprint Services (fee does not include any extra fees collected by the RCMP for the Receiver General)		
	- Resident	55.24	55.24
	- Nonresident	76.19	76.19
	-Resident/Nonresident Volunteer- requiring fingerprints for purposes of volunteering for a not-for-profit organization within the Municipal Boundary	Free	Free
	-Resident Volunteer- requiring fingerprints for purposes of volunteering for a not-for-profit organization outside the Municipal Boundary	10.48	10.48

SCHEDULE 5
TO POLICY C-FS-16

ARDEN THEATRE RENTAL FEES

Approved Rental Rates valid from January 1, 2021 to December 31, 2021

Theatre	Reciprocal Use	Local Non-Profit		Outside Non-Profit		Local Commercial	Outside Commercial
Rental Rates*	0800-1600 M-F	Non-prime Mon-Thurs	Prime Fri-Sun	Non-prime Mon- Thurs	Prime Fri-Sun	Mon-Sun	Mon-Sun
Live Performance - max 8 hrs includes 2 techs + FOH**	\$114/hr	\$1,193	\$1,811	\$1,811	\$2,142	\$1,811	\$2,142
**Live Performance includes up to 2 techs + Front of House Manager (FOH)							
Rehearsal - 5 hours. No audience in seating area. Includes 1 Front of House and up to 2 Technicians*	\$114/hr	\$750	\$1,132	\$1,132	\$1,341	\$1,132	\$1,341
**Rehearsal rates include up to 2 techs + Front of House Manager (FOH)							
Cinema - including 1 tech + FOH and Projector	N/A	\$607	N/A	N/A	N/A	\$989	N/A
***Cinema Rates only available for Local users on Non-prime days (Mon - Thurs) include 1 tech + Front of House Manager (FOH)							
Additional Venue Hours between 5 and 12 hours****	n/a	\$194/hr	\$224/hr	\$224/hr	\$255/hr	\$224/hr	\$255/hr
Additional venue hours over twelve (12) hours	n/a	\$290/hr	\$335/hr	\$335/hr	\$380/hr	\$335/hr	\$380/hr
****Where events can be safely operated by multiple personnel, only the Additional Venue Hours between 5 and 12 will be charged. Example: Dance Festivals, as determined							
Meal Break Penalty: To ensure no penalties, meal breaks should be given after four hours of work. Lack of a 1-hour meal break after 5 hours will result in a \$50 per hour per technician/FOH							
Statutory Holidays : There is a \$100/hr surcharge for use of The Arden Theatre or Progress Hall on statutory holidays							
Performance Intermission - at any performance exceeding one hour, at least one 20-minute intermission shall be scheduled. An additional fee of \$200 will be billed if there is no such							
Other Rental Rates							
Progress Hall - Includes AV + 1 staff (Capacity: 80-120)		Assemblies, rehearsals, workshops or studio				\$102/hour	
Progress Hall - Day Rate (maximum 8						\$500	
Equipment Rental							
Video Projector						\$50/day	
Piano Rental: 7" Steinway Grand (main stage use only)						\$65/day	
Follow Spot						\$75/day	
• Plus associated labour (min. 4 hrs)						• \$40/hr	
8 Mix Monitor System -included (at discretion of TD)							
• Associated Labour (min. 4 hrs)						• \$40/hr	
Dance Floor (includes labour to install and remove)						\$600	
Hazer						\$50/day	
Piano Tuning upon request						Cost + 15%	
Specialized Equipment						Cost + 15%	
• Cost of consumables will be added for runs > than 1 day						based on current prices	
Crew Services - 4 hour minimum				Overtime charged at 1.5 x hourly rate			
Additional Technician(s) – available for stage crew, rigger/fly, follow spot, monitor						\$41/hour	
Front of House (included in rental fees up to 8 hours)						\$28/hour	
Box Office - Ticket Sales						\$24.50/hour	
Bartender/Concession						\$23/hour	
The Capital Enhancement Fee (Facility Fee) – charges based on ticket prices and on number of tickets sold/comped							
12% of ticket price							
Non-ticketed events (flat rate/event)				\$175.00			
Festivals (flat rate/day)				\$300.00			
Box Office Services – The Arden Theatre has a full service Ticketmaster outlet							
TM Set-up (1 st event)				\$100			
TM Set-up (Multiple) each additional event (duplicate information, time or event change)				\$50			
TM Change Request (changes to				\$15/per request			
Ticket printing charge				\$0.26/ticket			
Box Office Processing Fee				10%/ticket			
Administrative Expenses				5% of sales			
Commission Merchandise and Collateral Sales - applies to Arden Theatre, Progress Hall, and St Albert Place Plaza							
Souvenirs, programs, recorded goods or any other article offered or displayed for sale							
Festival							
20% \$300 per merchant/per event							

(*Commission Merchandise and Collateral Sales Fee at discretion of City administration)

SAP Lobby Fee Schedule 2021

Fees effective January 1

Approved
2020

Proposed
2021

Size of Event	Time of Day	Staff Requirement (in addition to building security)	Hourly Rate**	Hourly Rate**
200 - 499 people	8am-5pm, Monday to Friday	1 CPS Office Staff	no charge	no charge
	5pm-12am, Monday to Friday	1	\$25/hr	\$25/hr
	8am-12am, Saturday & Sunday	1	\$25/hr	\$25/hr
500+ people	8am-5pm, Monday to Friday	1 CPS Office Staff + 1 paid hourly staff	no charge \$25/hr	no charge \$25/hr
	5pm-12am, Monday to Friday	2	\$25/hr	\$25/hr
	8am-12am, Saturday & Sunday	2	\$25/hr	\$25/hr
Additional Staff (at the discretion of City administration)*	Anytime		\$25/hr	\$25/hr
Technical Staff (at the discretion of City administration)*	Anytime		\$60/hr	\$60/hr

*Fees for additional staff may be required at the discretion of City Staff and are dependent on the type, size and scope of the

**Overtime rates at 1.5 the regular rate may apply for shifts greater than 8hrs and Statutory holidays.

GST will be added to the invoiced amount

PREVIOUSLY DISTRIBUTED

SCHEDULE 6
TO POLICY C-FS-16

RURAL ROAD DUST CONTROL PROGRAM FEES

GST EXEMPT

	Dust Control on residential properties adjacent to country roadways	Approved 2020	Proposed 2021
	Calcium		
1. (a)	First 100m	405.00	405.00
(b)	Every additional 10m	118.00	118.00

PREVIOUSLY DISTRIBUTED

SCHEDULE 7
TO POLICY C-FS-16

RAIN BARREL ANNUAL PROGRAM FEES

				Approved 2020	Proposed 2021
	Rain Barrel			50.00/ each	50.00/ each

PREVIOUSLY DISTRIBUTED

SCHEDULE 10
TO POLICY C-FS-16

ST. ALBERT PLACE VISUAL ARTS STUDIO FEES

	Approved 2020	Proposed 2021
GUILD/USER GROUP		
Potters**		
Unlimited access to their area, storage, and office	8,925.00	8,925.00
Painters		
Includes storage area and office	2,448.00	2,448.00
Floral Arts		
Includes storage and fridge units	849.00	849.00
Quilters		
Includes storage	2,228.00	2,228.00
Paper Arts	1,616.00	1,616.00
Total:		
**Fees listed for the Potters Guild have already been reduced by 50% for volunteer commitment.		
GST will be added to the invoiced amount.		
	Approved 2020	Proposed 2021
Studio Use Day Rates for Non-SAPVAC members:		
Commercial Users	250.00	250.00
Non-Resident, Not-for-Profit Organization	120.00	120.00
Resident, Not-for-Profit Organization	120.00	120.00

SCHEDULE 11
TO POLICY C-FS-16

CEMETERY FEES

GST EXCLUDED

		Approved 2020	Proposed 2021
Burial Rights			
- Standard Plot - Adult		1,600.00	1,600.00
- Standard Plot - Child (Under 6)		640.00	640.00
- Ash Plot - Adult		755.00	755.00
- Ash Plot - Child (Under 6)		302.00	302.00
- Field of Honour – Standard Plot		800.00	800.00
- Field of Honour – Ash Plot		378.00	378.00
- Indigent - Standard Plot		800.00	800.00
- Indigent - Ash Plot		378.00	378.00
- Columbarium B/C Niche (Top Rows)		2,280.00	2,280.00
- Columbarium B/C Niche (Bottom Rows)		1,950.00	1,950.00
- Columbarium D/E Niche (Level 1)		2,280.00	2,280.00
- Columbarium D/E Niche (Level 2)		2,100.00	2,100.00
- Columbarium D/E Niche (Level 3)		1,950.00	1,950.00
- Columbarium D/E Niche (Level 4)		2,450.00	2,450.00
- Memorial Wall		240.00	240.00
- Memorial Pillow with plaque installation		300.00	300.00
Interment (Opening and Closing)			
- Standard Plot - (Adult/FoH/Indigent)		920.00	920.00
- Standard Plot - Child		400.00	400.00
- Standard Double Depth (10ft depth)		1,200.00	1,200.00
- Standard Double Depth (6ft depth)		920.00	920.00
- Ash Plot (Adult/Child/FoH/Indigent)		480.00	480.00
- Columbarium Niche		125.00	125.00
- Ash Scattering		90.00	90.00
Marker Installation			
- Concrete Base Installation		450.00	450.00
- Vase Installation		200.00	200.00
Liners			
- Standard (Concrete)		735.00	735.00
- Child (Concrete)		670.00	670.00
Disinterment			
- Standard Plot		By Quote	By Quote
- Standard Double Depth Plot		ByQuote	ByQuote
- Ash Plot		860.00	860.00
- Columbarium Niche		125.00	125.00
- Standard/Ash Plot - Child		800.00	800.00
Surcharge			
- Niche Door Replacement		410.00	410.00
-Ground Burials after 4:00 p.m. weekdays and on Saturdays		530.00	530.00

SCHEDULE 11
TO POLICY C-FS-16

CEMETERY FEES

GST EXCLUDED

			Approved 2020	Proposed 2021
	- Niche Burials after 4:00 p.m. weekdays and on Saturdays		300.00	300.00
	- Return Fee		60.00	60.00
	- Transfer of Ownership Fee		60.00	60.00

PREVIOUSLY DISTRIBUTED

SCHEDULE 12
TO POLICY C-FS-16
NUISANCE CONTROL FEES
GST EXCLUDED

			Approved 2020	Proposed 2021
Nuisances on private property			N/A	Minimum \$750.00 and any additional costs to the equal cost of the contractor to perform the service plus a 10% administration fee

PREVIOUSLY DISTRIBUTED