

TOWN OF THREE HILLS

Bylaw No. 1494-24

MASTER RATES, FEES AND CHARGES BYLAW

BEING A BYLAW OF THE TOWN OF THREE HILLS IN THE PROVINCE OF ALBERTA, TO ESTABLISH FEES, RATES AND CHARGES FOR SERVICES PROVIDED BY THE TOWN IN ACCORDANCE WITH THE *MUNICIPAL GOVERNMENT ACT*, AND THE *FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT*.

WHEREAS, the Town must make certain information available to the public, in accordance with the *Municipal Government Act*, RSA 2000, C. M-26, as amended; and *the Freedom of Information and Protection of Privacy Act*, RSA 2000, C. F-25; and

WHEREAS, the Town may pass a bylaw establishing fees, rates and charges for providing information, goods and services, in accordance with the *Municipal Government Act*, and the *Freedom of Information and Protection of Privacy Act*;

NOW THEREFORE, the Council of the Town of Three Hills in the Province of Alberta, duly assembled, hereby enacts as follows:

1. BYLAW TITLE

1.1. This Bylaw shall be known as the "Master Rates, Fees and Charges Bylaw".

2. DEFINITIONS

2.1. In this Bylaw, unless the context otherwise requires:

2.1.1. "CAO" shall mean the Chief Administrative Officer for the Town of Three Hills or his designate.

2.1.2. "Council" shall mean the body of elected officials who govern the Town.

2.1.3. "Formal Request" shall mean a request for information which is not routinely provided, and which shall require the completion of a prescribed form.

2.1.4. "Non-Resident" shall mean a person, firm or corporation who does not reside within the boundaries of the Town.

2.1.5. "Resident" shall mean a person, firm or corporation who is located or resides within the boundaries of the Town, and/or who has a valid development permit issued under the Land Use Bylaw.

2.1.6. "Town" shall mean the Town of Three Hills.

3. CHARGING OF FEES, RATES AND CHARGES

3.1. When information is released, or services are performed, or goods are sold by the Town, the Town shall charge fees, rates or charges as established in the schedules attached hereto.

- 3.2. These rates shall be established upon recommendations from the CAO.
- 3.3. The CAO is authorized to exercise appropriate managerial judgment to take such actions as may be necessary to achieve the purpose of this bylaw.
- 3.4. Rates shall be reviewed each year during the annual operating budget process, and if appropriate, revised fees and charges may be approved by Council.

4. REPEAL

- 4.1. Bylaw No. 1491-23 – Master Rates & Fees is hereby repealed.

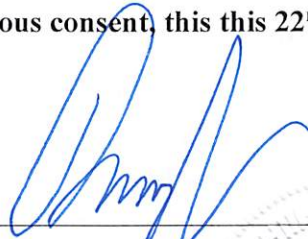
5. ENACTMENT

- 5.1. This Bylaw shall come into force and effect upon the date of the passing of the third and final reading and signing thereof.

READ A FIRST TIME this 22nd day of January, 2024.

READ A SECOND TIME this this 22nd day of January, 2024.

READ A THIRD AND FINAL TIME, with unanimous consent, this this 22nd day of January, 2024.



(CHIEF ELECTED OFFICIAL)



(CHIEF ADMINISTRATIVE OFFICER)

SEAL

Schedule "A"

Administration Fees

<u>Photocopies</u>	
Black & White (up to 8 1/2 x 14)	\$0.25/page + GST
Black & White (11 x 17)	\$0.50/page + GST
Colour	\$0.75/page + GST
<u>Taxation</u>	
Tax Certificate	\$20.00
Tax Registration	\$10.00
Local Improvement Payout Calculation	\$50.00
Assessment Appeal Fee	
Residential	\$50.00
Non-Residential	\$100.00
i) Fully refundable upon successful appeal	
NSF Cheque	\$30.00
<u>Business License Fees</u>	
Resident (within Town)	\$75.00
First Year License for New Resident Businesses (1/2 price)	\$37.50
Business License (Home Occupation)	\$75.00
Local Non-Resident (within Kneehill County)	\$100.00
<i>After June 30th (50% off on all above)</i>	
Temporary Business License	\$50.00
Non-Resident (outside Kneehill County)	\$150.00
Not-for-Profit Business License	no charge
<u>FOIP Fees</u>	
Application Fee	\$25.00 per request + costs
For searching for, locating and retrieving a record	\$6.75 per 1/4 hour
For producing a record from an electronic record	\$6.75 per 1/4 hour
a) computer processing and related charges	Actual cost to public body
b) computer programming	Actual cost to public body up to \$20.00 per 1/4 hour
For producing a copy of a record by duplication of the following media:	
a) computer disks	\$5.00/disk
b) slides	\$2.00/slide
c) computer tapes	Actual cost to public body
d) audio and video tapes	Actual cost to public body
For preparing and handling a record for disclosure	\$6.75 per 1/4 hour
For supervising the examination of a record	\$6.75 per 1/4 hour

For shipping a record or copy of a record	Actual cost to public body
<u>Late Penalty Charges</u>	
Accounts Receivable Billings (includes all receivables, excluding taxes)	1.5% per month
<u>Penalty for Late Payment of Taxes</u>	
At July 1 st	5% of Current Taxes Remaining Unpaid
At October 1 st	5% of Current Taxes Remaining Unpaid
January 1 st	10% of all Taxes Remaining Unpaid
<u>Administrative Fee</u>	
Administrative Fee per applicable bylaws	\$25.00
<u>Other Administrative Fees</u>	
Where applicable, other services provided by the Town, but which are not listed in this bylaw or in any other Town bylaw or policy, will be provided at a rate of cost plus 15% of any services rendered or procured.	

Schedule “B”

Common Services

<u>Water</u>			
Distribution Customers:			
	Flat Rate	Per month	\$19.40
	Consumption	Per m3	\$3.82
Regional Customers:			
	Flat Rate	Per month	\$10.55
	Consumption	Per m3	\$2.68
Supply Customers			
	Consumption	Per m3	\$2.68
<u>Bulk Water</u>			
	Consumption	Per m3	\$5.00
Account Holders	Minimum Charge	Per month	\$15.00
	Activation Fee	Per Account	\$25.00
	Refundable Security Deposit	Per Account	\$50.00
	Disconnection Fee	Per Account	\$15.00
i) The Customer agrees to either a 6-month minimum activation OR only one activation/deactivation in any 12-month period without additional reactivation fees being charged to cover the additional work involved.			
ii) The Customer will be charged a disconnection fee upon each deactivation that does not adhere to i) above.			
<u>Water Meters</u>			
	Meter	Each	cost + 15%
	Installed by Town		\$75.00
i) All Water Meters must be purchased from the Town Office.			
<u>Wastewater</u>			
Residential & Commercial	Flat Rate	Per month	\$24.98
	Consumption	Per m3	\$1.00
<u>Solid Waste Collection Fees</u>			
Residential	Flat Rate, per cart	Per month	\$18.50
Commercial	Flat Rate	Per month	\$27.50
Garbage (Black) Carts	First is free, charge for additional bins	Each	\$84.50 + GST
<u>Commercial Garbage Bin Size and Frequency of Collection</u>			
3-yard Bin + 1 tip a Week	monthly rate		\$147.50
3-yard Bin + 2 tips a Week	monthly rate		\$277.50
3-yard Bin + Biweekly Tip	monthly rate		\$82.50
3-yard Bin + 2 Monthly Tips	monthly rate		\$77.50

4-yard Bin + 1 tip per week	monthly rate	\$192.83
4-yard Bin + tip every second week	monthly rate	\$106.17
4-yard Bin + 1 tip per month	monthly rate	\$59.50
6-yard Bin + 1 tip per week	monthly rate	\$282.50
6-yard Bin + 2 tips per week	monthly rate	\$542.50
6-yard Bin + 3 tips per week	monthly rate	\$802.50
6-yard Bin + tip every second week	monthly rate	\$152.50
6-yard Bin + 2 tips per month	monthly rate	\$142.50
6-yard Bin + 1 tip per month	monthly rate	\$82.50
Commercial bin – extra tipping fees (includes tonnage)		
3-yard bin	per tip	\$30.00
4-yard bin	per tip	\$40.00
6-yard bin	per tip	\$60.00
<u>Construction (14-yard Bin Fees)</u>		
Bin Rental	Per day	\$8.00
	Per week	\$48.00
	Per month	\$115.00
Tipping Fee	Per tip	\$30.00
Tonnage Rate	Per tonne	\$50.00
<u>Recycling Fees</u>		
Residential (blue cart pickup)	Flat Rate	Per month \$8.00
Commercial (blue cart pickup)	Flat Rate	Per month \$27.70
Commercial (no blue carts)		Per month \$9.00
Recycling (Blue) Carts	First is free, charge for additional bins	Each \$98.55 + GST
<u>Landfill Fees</u>		
Minimum Charge	Resident	Per load \$10.00
	Non-Resident	Per load \$30.00
General Household Waste	Resident	Per tonne \$50.00
	Non-Resident	Per tonne \$150.00
Demolition Materials	Resident	Per tonne \$50.00
	Non-Resident	Per tonne \$150.00
*Must have a valid Town Demolition Permit		
Leaves & Grass Clippings	Resident	Free
	Non-Resident	Free
Concrete and Asphalt	Resident	Per tonne \$15.00
	Non-Resident	Per tonne \$30.00

Hydro-Vac Mud	Resident	Per tonne	\$2.00
	Non-Resident	Per tonne	\$5.00
Oil Field/Sump Waste	Resident	Per tonne	\$35.00
	Non-Resident	Per tonne	\$50.00
Fridge/Freezers	Resident	Each	\$25.00
	Non-Resident	Each	\$25.00
Mattress/Box Spring	Resident	Each	\$20.00
	Non-Resident	Each	\$20.00
Waste Water	Resident	Per tonne	\$2.00
	Non-Resident	Per tonne	\$5.00
Special Waste	Upon Analysis	Cost to be determined by the Town	

Schedule “C”

Planning and Development

<u>Letter of Compliance</u>	\$50.00
<u>Zoning Confirmation Letter</u>	\$10.00
<u>Maps</u>	
LUB Coloured Wall Map	\$15.00
Town of Three Hills Street Address Map	\$12.00
Legal Survey Plans	\$2.00
<u>Copy of Statutory Plans</u>	
Copy of LUB	\$17.00
Copy of MDP	\$27.00
Copy of ISP	\$27.00
i) all available on Town website	
<u>Home Occupation</u>	
Application Fee	\$50.00
Class 1	\$50.00
Class 2	\$100.00
<u>Development Permit Fees</u>	
Multi-Family Residential	\$100.00 plus \$50.00 per unit to a maximum fee of \$3000.00
Residential Detached Dwelling/Duplex/Secondary Suite/Garage Suite/Garden Suite	\$100.00/unit
Residential Accessory Building	\$100.00
Sign Permit	\$75.00
Demolition Permit	\$100.00
Residential Renovation	Minimum charge of \$100.00; \$1.20 per \$1000.00 construction value
Residential Multi-Family Attached Unit	\$100.00 plus \$50.00 per unit to a maximum fee of \$3,000.00
Commercial/Industrial/Institutional	\$100.00 plus \$1.00 per \$1000.00 construction value to a maximum fee of \$3,000.00
<u>Variance Application</u>	\$100.00
<u>Change of Use</u>	\$50.00
<u>Subdivision Fees</u>	
Standard Application	\$450.00 plus \$200.00 per lot
Title Separation Application	\$250.00
Subdivision Endorsement Fee	\$200.00

<u>Appeal Fees</u>	\$300.00
<u>LUB Amendment (Re-Zone)</u>	\$500.00
<u>LUB Amendment</u>	\$1,000.00
<u>MDP Amendment</u>	\$500.00
<u>ASP Review Fee</u>	\$1,000.00
<u>Area Redevelopment Plan Review Fee</u>	\$1,000.00
<u>Road Closure Application</u>	\$250.00 plus related legal survey costs
<u>Road Closure Endorsement Fee</u>	\$200.00
<u>Surety Deposit</u>	1% of building value (refundable upon completion)
<u>Demolition Deposit</u>	\$5,000.00

Schedule “D”

Cemetery

Burial Plots in Old Section	\$400.00
Burial Plots in New Section	\$700.00
<u>Grave Excavation Fees</u>	
Weekdays (8:30-4:00)	\$350.00
Evenings and Weekends	\$500.00
Additional Winter Fee (November 1 to March 31)	\$175.00
<u>Interment of Ashes in Plot</u>	
Weekdays (8:30-4:00)	\$175.00 (urn)
Evenings and Weekends	\$200.00 (urn)
Additional Winter Fee (November 1 to March 31)	\$50.00
<u>Columbarium Niche</u>	
Purchase Plus First Interment	\$950.00
2nd Interment (Monday to Friday, 8:30 to 4:00)	\$150.00
2nd Interment (Evenings and Weekends)	\$175.00
Plot Buy Back Administration Fee (Per Plot)	\$100.00
Veterans Plot	no charge

Schedule “E”

Parks, Recreation & Community Service

All fees & charges in Schedule “E” include GST, unless otherwise stated.

Aquatic Centre			
Admission Fees	Toddlers	0-3 years	no charge
	Preschool	4-5 years	\$2.75
	Youth	6-17 years	\$4.75
	Adults	18-54 years	\$5.75
	Senior	55 + years	\$4.75
	Family (two adults and their children)		\$16.00
Instruction Fees	Preschool	0-5 years	\$40.00
	Swim Kids	Levels 1-10	\$45.00
	Rookie/Ranger/Star Patrol		\$50.00
	Adult	18 + years	\$50.00
	Bronze Cross		\$120.00
	Bronze Medallion		\$140.00
Snag a Badge		Per Lesson	\$7.00
Season Passes	Youth/Senior	1 month	\$35.00
		3 month	\$70.00
		6 month	\$135.00
		12 month	\$250.00
	Adult	1 month	\$45.00
		3 month	\$115.00
		6 month	\$230.00
		12 month	\$450.00
	Family	1 month	\$80.00
		3 month	\$200.00
		6 month	\$350.00
		12 month	\$650.00
Punch Card (Book of 15)	Preschool	4-5 years	\$30.00
	Youth	6-17 years	\$63.00
	Adults	18-54 years	\$77.00
	Senior	55 + years	\$63.00
	Family (immediate only)		\$210.00
Swim Club		Per Hour	\$40.00
Pool Rentals	General Public	Per Hour 1-50 people	\$130.00
	General Public	Per Hour 51-100 people	\$150.00

	General Public	Per Hour 101-150 people	\$175.00
	General Public	Per Hour 151-225 people	\$200.00
	School	Per Hour 1-50 people	\$125.00
	School	Per Hour 51-100 people	\$150.00
	School	Per Hour 101-150 people	\$175.00
	School	Per Hour 151-225 people	\$200.00
	Room Rental	Per hour	\$25.00
Private Lessons	All Individuals/Groups	Per 30min, per person	\$15.00
<u>Centennial Place Arena</u>			
<u>Minor Hockey/Figure Skating</u>			
	Winter Rate	Hourly	\$100.00
	Junior B Winter Rate	Hourly	\$120.00
Ice Other			
Prime Time: (4:00 – 11:00PM weekdays, All day on weekends)	Adult Prime Time Rate	Hourly	\$125.00
	Adult Non-Local	Hourly	\$145.00
	Youth Prime Time Rate	Hourly	\$88.00
	Non-Local Youth		\$110.00
Non-Prime Time Rates: (7:30 AM – 4:00PM weekdays)	Adult Non-Prime Time Rate	Hourly	\$75.00
	Youth - Non-Prime Time Rate	Hourly	\$75.00
	Hockey School	Hourly	At cost
	Local School Rate (Kindergarten to Grade 12)	Hourly	\$50.00
Summer Rate	Non-Local	Hourly	\$225.00
	Local	Hourly	\$150.00
Concrete - Lacrosse	Summer Rate / Tournaments	Hourly (Janitorial provided by the team)	\$40.00
Concrete – Other	General Rate	Hourly	\$50.00
	Tradeshow/ Entire Facility Rental Rate	Hourly (4 hour minimum)	\$75.00
Encana Rooms	Encana A or B	Hourly (2 hour minimum)	\$20.00
	Encana A or B	Daily (over 8 hours per day)	\$150.00
	Encana AB	Hourly (2 hour minimum)	\$30.00
	Encana AB	Daily (over 8 hours per day)	\$225.00
	Encana A or B	Weekend (Friday 4:00pm until Sunday 4:00pm)	\$300.00
First Floor Meeting Room	First Floor Meeting Room	Hourly (2 hour minimum)	\$15.00
	First Floor Meeting Room	Daily	\$112.50
Second Floor Meeting Room	Second Floor Boardroom	Hourly (2 hour minimum)	\$15.00
	Second Floor Boardroom	Daily	\$112.50

Mezzanine	Mezzanine	Hourly (2 hour minimum)	\$15.00
Arena Advertising	Wall Advertising (8ft x 4ft)	Per Hockey Season (October – April)	\$300.00 + GST
	Ice Board Advertising (8ft x 3ft)	Per Hockey Season (October – April)	\$150.00 + GST
Note: See Appendix A	On Ice Advertising	Per Hockey Season (October – April)	Varies
<u>Community Centre</u>			
General Rental Rates	Entire Facility	Hourly (4 hour minimum)	\$50.00
		Daily (over 8 hours per day)	\$400.00
		Weekend (Friday 4:00 pm until noon Sunday)	\$650.00
	Main Auditorium	Hourly (2 hour minimum)	\$30.00
		Daily (over 8 hours per day)	\$225.00
	Lodge Room	Hourly (2 hour minimum)	\$20.00
		Daily (over 8 hours per day)	\$150.00
	Wapiti Room	Hourly (2 hour minimum)	\$20.00
		Daily (over 8 hours per day)	\$150.00
	Kitchen Only	Hourly (2 hour minimum)	\$15.00
		Daily (over 8 hours per day)	\$112.50
Elks: To be Invoiced Annually		Resolution Number 005-2020	
6 Meetings per Year	Lodge Room	Annually	\$500.00
Gymnastics	Main Auditorium, Stage & Storage	Hourly	\$20.00
<u>Centennial Soccer Fields</u>			
Soccer	U5	Per player/per season	\$10.00
	U7	Per player/per season	\$10.00
	U9	Per player/per season	\$10.00
	U11	Per player/per season	\$15.00
	U13	Per player/per season	\$15.00
	U15	Per player/per season	\$15.00
	U17	Per player/per season	\$15.00
	U19	Per player/per season	\$15.00
	U5-U19 Tournament	Per day	\$75.00
	Adult Team Tournament	Per day	\$100.00
	Field Rate	Per hour	\$20.00
	Concession for Storage	Per Month	\$25.00
Football	Youth Rate	Per team/per season	\$300.00
		Tournament per day	\$100.00

<u>Ball Diamonds</u>		
Mini-Baseball / T-Ball	Per team/per season	\$75.00
Local Youth Team	Per team/per season	\$150.00
Local Adult Team	Per team/per season	\$200.00
Non-Local Youth Team	Per team/per season	\$175.00
Non-Local Adult Team	Per team/per season	\$225.00
Youth Tournament (Friday – Sunday)	Per diamond/per day	\$50.00
Adult Tournament (Friday – Sunday)	Per diamond/per day	\$90.00
Diamond Rate (Monday – Thursday)	Per hour	\$30.00
<u>Campground</u>		
Full Service Sites – Daily	Summer	\$40.00
Full Service Sites – Weekly	Summer	\$250.00
Power Only Sites (6) - Daily	Summer	\$25.00
Power Only Sites (6) – Weekly	Summer	\$155.00
No Service Sites – Daily	Summer	\$20.00
No Service Sites – Weekly	Summer	\$125.00
Power Only Sites (6) – Daily	Winter	\$45.00
Power Only Sites (6) – Weekly	Winter	\$280.00
Concession	Hourly (2 hour minimum)	\$10.00
	Daily	\$75.00
Firewood	20pcs	\$15.00
<u>Anderson Park</u>		
Amphitheatre	Hourly	\$15.00
	Daily	\$112.50
Concession	Hourly	\$10.00
	Daily	\$75.00
Gazebo – Reservations	Hourly	\$15.00

Schedule “F”

Protective Services

<u>Prohibitions</u>	
Wholesale, display for sale, offer for sale, sell, possess or store fireworks within the Town without written permission	\$500.00
Possessing high hazard fireworks without written permission	\$500.00
Sell fireworks to a person under the age of 18 years	\$500.00
Person under the age of 18 years purchasing, possessing, handling, discharging, firing or setting off fireworks	\$500.00

<u>Events</u>	
Failure to obtain permission from Fire Chief	\$500.00

Schedule “G”

Animal

	Initial License	Annual Fee
<u>Pet Licenses</u>		
For each neutered male dog or spayed female dog, per year	\$5.00	\$15.00
For each male dog that has not been neutered or female dog that has not been spayed, per year	\$5.00	\$40.00
For each neutered male cat or spayed female cat, per year	\$5.00	\$15.00
For each male cat that has not been neutered or female cat that has not been spayed. per year	\$5.00	\$30.00
For a Registered Guide Dog, Registered Service Dog or Police Service Dog	no charge	no charge
Urban Hens	\$5.00	\$15.00
		Rates
Replacement Tag		\$5.00
<u>Dog Fines</u>		
Without a License	First Offence	\$150.00
	Subsequent Offences	\$250.00
Running at Large	First Offence	\$150.00
	Subsequent Offences	\$250.00
Demonstrating Threatening Behavior, Molests or Attacks	First Offence	\$150.00
	Subsequent Offences	\$250.00
Biting Dog	First Offence	\$250.00
	Subsequent Offences	\$400.00
Habitually barks, howls or otherwise creates a disturbance	First Offence	\$150.00
	Subsequent Offences	\$250.00
Failure to remove defecation	First Offence	\$150.00
	Subsequent Offences	\$250.00
<u>Cat Fines</u>		
Without a License	First Offence	\$150.00
	Subsequent Offences	\$250.00
Running at Large	First Offence	\$150.00
	Subsequent Offences	\$250.00
Failure to Remove Defecation	First Offence	\$150.00
	Subsequent Offences	\$250.00

<u>Other Animals or Fowl Fines</u>		
Interfere or obstruct with Animal Control Officer or Pound Keeper	First Offence	\$150.00
	Subsequent Offences	\$250.00
Withholds, or provides false or misleading information from an Animal Control Officer	First Offence	\$150.00
	Subsequent Offences	\$300.00
Impoundment Fees (amount to be paid to the Animal Control Officer by the owner in order to reclaim the animal)	Per Occurrence	\$100.00
Care and Sustenance	per day or portion thereof	\$25.00
Veterinary Fees		cost
Keep, harbor or have more than four (4) domesticated animals per dwelling unit	First Offence	\$150.00
	Subsequent Offences	\$250.00
Violation of Section 11 (Urban Hens)	First Offence	\$150.00
	Subsequent Offences	\$250.00

Schedule “H”

Traffic

Section #	Town of Three Hills Traffic Bylaw	
4.1	Failure to obey Traffic Control Devices	\$100.00
4.2	Removing, Damaging, Altering or Tampering with Traffic Control Device	\$150.00
7.1	Cross a Sidewalk or Boulevard	\$100.00
9.1	Harass/Intimidate/Startle other Highway users	\$100.00
10	Parade or Procession without a permit	\$100.00
13	Failure to comply with School Patrol	\$250.00
15.1	Unsecured load	\$100.00
15.2	Failing to safeguard traffic from unsecured load	\$100.00
16.1.2	Speeding in an alley	\$100.00
17	Tracking	\$100.00
18	Leaving vehicle unattended on Highway for more than 24 hours	\$100.00
20	Hitchhiking	\$100.00
21	Placing items on roadway	\$100.00
22	Jaywalking	\$100.00
23	Throwing/Casting projectiles onto Highway	\$100.00
26	Parking in an alley	\$100.00
27	Improper angle parking	\$100.00
28	Parking on Sidewalk or Boulevard	\$100.00
29	Parking in disabled parking zone	\$250.00
30.1	Parking to block emergency vehicle access	\$250.00
30.2	Parking to block emergency exit	\$250.00
30.3	Parking to block emergency entrance	\$250.00
31.1	Parking within 5 metres of fire hydrant	\$100.00
32.1.1	Parking within 5 meters of an intersection	\$100.00
32.1.2	Parking in an intersection	\$100.00
32.1.3	Parking with 1.5 metres of a crosswalk	\$100.00
33.1	Parking in a loading zone when not loading	\$100.00
34	Improper parallel parking	\$100.00
35	Parking in area designated for Special Classes	\$100.00
36	Parking on Town Land	\$100.00
37	Parking to obstruct traffic	\$100.00
38	Parking outside prescribed space	\$100.00
39	Parking where prohibited	\$100.00
40	Parking on private property	\$100.00
41	Parking on Snow Route	\$100.00
42	Parking within 5 metres of stop/yield sign	\$100.00

43	Parking where temporary “No Parking/No Stopping” traffic control device is erected	\$100.00
44	Parking in time restricted parking	\$100.00
46.1.2	Operating over-dimensional or overload vehicle without permit	\$250.00
46.1.7	Operating a heavy vehicle/commercial vehicle with metal spikes, lugs, cleats, bands or having caterpillar tracks or skids	\$250.00
46.1.8	Use of engine retarder brakes within Town boundaries	\$250.00
46.1.9	Parking a heavy vehicle off a truck route	\$250.00
47.1	Driving over a fire hose	\$250.00
48	Improper use of mobility aid	\$250.00
49.1	Use of an off-highway vehicle in Town	\$250.00
49.3	Operating off-highway vehicle in Town outside of designated hours	\$100.00
49.4	Operating off-highway vehicle on Parkland	\$250.00
49.6	Parking off-highway vehicle on Highway or Public Place	\$100.00
50.1	Parking a recreational vehicle on Highway	\$100.00
50.2	Parking recreational vehicle for longer than 72 hours	\$100.00
50.3	Occupying a recreational vehicle on Highway	\$100.00
51.1	Operating slow-moving vehicles during prohibited hours	\$100.00
51.2	Operating slow-moving vehicles at night without escorts	\$100.00
52	Parking an unattached trailer on Highway	\$50.00
53	Operating a vehicle carrying Dangerous Goods	\$250.00
54.1	Failure to remain upon or beside a horse-drawn vehicle	\$100.00
54.2	Ice skate/toboggan on highway or sidewalk	\$50.00
54.3	Operate a bicycle on a sidewalk (wheel in excess of 50 cm diameter)	\$50.00
54.4	Biking, roller skating, skateboarding, or inline skating where prohibited	\$50.00
54.5.1	Failure to yield to pedestrians	\$100.00
54.5.2	Failure to make audible signal before overtaking pedestrian	\$50.00
54.7	Failure to wear a helmet (under the age of 18 years)	\$100.00
55.1	Obstructing traffic	\$100.00
56	Obstruction of traffic by trees, shrubs, fences	\$100.00
59.1	Placing posters, portable signs, banner, etc. on street furniture, Highway or Traffic Control Devices	\$100.00
60	Wash a vehicle/article which places mud, grease, oil or ice on a highway, boulevard or sidewalk	\$100.00
62	Obstruct Enforcement Officer	\$250.00
72	Failure to comply with written order	\$250.00

Schedule “I”

**TOWN OF THREE HILLS
BUILDING PERMIT FEE SCHEDULE**

Residential Installations

Description of Work	Permit fee (*SCC Levy not included)
**New Single Family Dwellings, Additions	\$6.00/\$1,000 of Project Value Minimum Fee \$150.00
Relocation of a Building (on crawlspace or basement)	\$0.40/sq. ft. Minimum Fee \$150.00
Relocation of a Building (on piles or blocking only)	\$200.00
Renovation, Detached Garage, Sheds, Decks, Basement Suite, Basement Development (if not done at time of new construction)	\$0.35/sq. ft. Minimum Fee \$150.00
Roof Mounted Solar PV System	\$200.00
Minimum Building Permit Fee (Hot Tub, Swimming Pool, Solid Fuel)	\$150.00

**Project Value is based on the actual cost of material and labour.
Verification of cost may be requested prior to permit issuance.

Multi-Family, Commercial, Industrial, Institutional Installations

Description of Work	Permit fee (*SCC Levy not included)
**New, Addition, Renovation, Alteration, Demolition, Change of Use / Occupancy	\$6.00/\$1,000 construction value
Minimum Building Permit Fee	\$300.00

**Project Value is based on the actual cost of material and labour.
Verification of cost may be requested prior to permit issuance.

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SCHEDULE “J”

**TOWN OF THREE HILLS
ELECTRICAL PERMIT FEE SCHEDULE**

Residential Installations			
New Single Family Dwellings, Additions			
Square Footage	Permit Fee	SCC Levy	Total Fee
Up to 1000	\$145.00	\$5.80	\$150.80
1001 – 1200	\$175.00	\$7.00	\$182.00
1200 – 1500	\$205.00	\$8.20	\$213.20
1501 – 2000	\$230.00	\$9.20	\$239.20
2001 – 2500	\$260.00	\$10.40	\$270.40
2501 – 3500	\$290.00	\$11.60	\$301.60
Over 3500	\$290.00 plus \$0.10 per square foot plus SC Levy		

Homeowner Permits - add \$50.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

Schedule “K”

**TOWN OF THREE HILLS
ELECTRICAL PERMIT FEE SCHEDULE**

Other Than New Residential Dwellings and Residential Additions

Installation Cost	Permit Fee	SCC Levy	Total Fee
0 - 1,000.00	\$100.00	\$4.50	\$104.50
1,001 - 1,500.00	\$110.00	\$4.50	\$114.50
1,500.01 - 2,000.00	\$115.00	\$4.60	\$119.60
2,000.01 - 2,500.00	\$120.00	\$4.80	\$124.80
2,500.01 - 3,000.00	\$125.00	\$5.00	\$130.00
3,000.01 - 3,500.00	\$130.00	\$5.20	\$135.20
3,500.01 - 4,000.00	\$140.00	\$5.60	\$145.60
4,000.01 - 4,500.00	\$150.00	\$6.00	\$156.00
4,500.01 - 5,000.00	\$155.00	\$6.20	\$161.20
5,000.01 - 5,500.00	\$165.00	\$6.60	\$171.60
5,500.01 - 6,000.00	\$170.00	\$6.80	\$176.80
6,000.01 - 6,500.00	\$175.00	\$7.00	\$182.00
6,500.01 - 7,000.00	\$180.00	\$7.20	\$187.20
7,000.01 - 7,500.00	\$185.00	\$7.40	\$192.40
7,500.01 - 8,000.00	\$205.00	\$8.20	\$213.20
8,000.01 - 8,500.00	\$210.00	\$8.40	\$218.40
8,500.01 - 9,000.00	\$215.00	\$8.60	\$223.60
9,000.01 - 9,500.00	\$225.00	\$9.00	\$234.00
9,500.01 - 10,000.00	\$230.00	\$9.20	\$239.20
10,000.01 - 11,000.00	\$240.00	\$9.60	\$249.60
11,000.01 - 12,000.00	\$250.00	\$10.00	\$260.00
12,000.01 - 13,000.00	\$260.00	\$10.40	\$270.40
13,000.01 - 14,000.00	\$270.00	\$10.80	\$280.80
14,000.01 - 15,000.00	\$280.00	\$11.20	\$291.20
15,000.01 - 16,000.00	\$290.00	\$11.60	\$301.60
16,000.01 - 17,000.00	\$300.00	\$12.00	\$312.00
17,000.01 - 18,000.00	\$310.00	\$12.40	\$322.40
18,000.01 - 19,000.00	\$315.00	\$12.60	\$327.60
19,000.01 - 20,000.00	\$325.00	\$13.00	\$338.00
20,000.01 - 21,000.00	\$335.00	\$13.40	\$348.40
21,000.01 - 22,000.00	\$345.00	\$13.80	\$358.80
22,000.01 - 23,000.00	\$355.00	\$14.20	\$369.20
23,000.01 - 24,000.00	\$365.00	\$14.60	\$379.60
24,000.01 - 25,000.00	\$375.00	\$15.00	\$390.00
25,000.01 - 26,000.00	\$380.00	\$15.20	\$395.20
26,000.01 - 27,000.00	\$390.00	\$15.60	\$405.60
27,000.01 - 28,000.00	\$400.00	\$16.00	\$416.00
28,000.01 - 29,000.00	\$410.00	\$16.40	\$426.40
29,000.01 - 30,000.00	\$420.00	\$16.80	\$436.80
30,000.01 - 31,000.00	\$430.00	\$17.20	\$447.20
31,000.01 - 32,000.00	\$440.00	\$17.60	\$457.60
32,000.01 - 33,000.00	\$450.00	\$18.00	\$468.00
33,000.01 - 34,000.00	\$460.00	\$18.40	\$478.40
34,000.01 - 35,000.00	\$470.00	\$18.80	\$488.80
35,000.01 - 36,000.00	\$480.00	\$19.20	\$499.20
36,000.01 - 37,000.00	\$490.00	\$19.60	\$509.60
37,000.01 - 38,000.00	\$500.00	\$20.00	\$520.00

Homeowner Permits - add \$50.00

Installation Cost	Permit Fee	SCC Levy	Total Fee
38,001.00 - 39,000.00	\$505.00	\$20.20	\$525.20
39,001.00 - 40,000.00	\$515.00	\$20.60	\$535.60
40,001.00 - 41,000.00	\$530.00	\$21.20	\$551.20
41,001.00 - 42,000.00	\$545.00	\$21.80	\$566.80
42,001.00 - 43,000.00	\$565.00	\$22.60	\$587.60
43,001.00 - 44,000.00	\$585.00	\$23.40	\$608.40
44,001.00 - 45,000.00	\$600.00	\$24.00	\$624.00
45,001.00 - 46,000.00	\$615.00	\$24.60	\$639.60
46,001.00 - 47,000.00	\$635.00	\$25.40	\$660.40
47,001.00 - 48,000.00	\$650.00	\$26.00	\$676.00
48,001.00 - 49,000.00	\$670.00	\$26.80	\$696.80
49,001.00 - 50,000.00	\$685.00	\$27.40	\$712.40
50,001.00 - 60,000.00	\$705.00	\$28.20	\$733.20
60,001.00 - 70,000.00	\$720.00	\$28.80	\$748.80
70,001.00 - 80,000.00	\$735.00	\$29.40	\$764.40
80,001.00 - 90,000.00	\$755.00	\$30.20	\$785.20
90,001.00 - 100,000.00	\$785.00	\$31.40	\$816.40
100,001.00 - 110,000.00	\$815.00	\$32.60	\$847.60
110,001.00 - 120,000.00	\$840.00	\$33.60	\$873.60
120,001.00 - 130,000.00	\$870.00	\$36.80	\$906.80
130,001.00 - 140,000.00	\$900.00	\$36.00	\$936.00
140,001.00 - 150,000.00	\$930.00	\$37.20	\$967.20
150,001.00 - 160,000.00	\$955.00	\$38.20	\$993.20
160,001.00 - 170,000.00	\$985.00	\$39.40	\$1,024.40
170,001.00 - 180,000.00	\$1,015.00	\$40.60	\$1,055.60
180,001.00 - 190,000.00	\$1,045.00	\$41.80	\$1,086.80
190,001.00 - 200,000.00	\$1,040.00	\$41.60	\$1,081.60
200,001.00 - 210,000.00	\$1,100.00	\$44.00	\$1,144.00
210,001.00 - 220,000.00	\$1,160.00	\$46.40	\$1,206.40
220,001.00 - 230,000.00	\$1,215.00	\$48.60	\$1,263.60
230,001.00 - 240,000.00	\$1,275.00	\$51.00	\$1,326.00
240,001.00 - 250,000.00	\$1,330.00	\$53.20	\$1,383.20
250,001.00 - 300,000.00	\$1,430.00	\$57.20	\$1,487.20
300,001.00 - 350,000.00	\$1,530.00	\$61.20	\$1,591.20
350,001.00 - 400,000.00	\$1,630.00	\$65.20	\$1,695.20
400,001.00 - 450,000.00	\$1,730.00	\$69.20	\$1,799.20
450,001.00 - 500,000.00	\$1,830.00	\$73.20	\$1,903.20
500,001.00 - 550,000.00	\$1,930.00	\$77.20	\$2,007.20
550,001.00 - 600,000.00	\$2,030.00	\$81.20	\$2,111.20
600,001.00 - 650,000.00	\$2,150.00	\$86.00	\$2,236.00
650,001.00 - 700,000.00	\$2,250.00	\$90.00	\$2,340.00
700,001.00 - 750,000.00	\$2,350.00	\$94.00	\$2,444.00
750,001.00 - 800,000.00	\$2,450.00	\$98.00	\$2,548.00
800,001.00 - 850,000.00	\$2,550.00	\$102.00	\$2,652.00
850,001.00 - 900,000.00	\$2,650.00	\$106.00	\$2,756.00
900,001.00 - 950,000.00	\$2,800.00	\$112.00	\$2,912.00
950,001.00 - 1,000,000.00	\$3,000.00	\$120.00	\$3,120.00

For projects over \$1,000,000 divide the total installation cost by \$1,000 and then multiply by 3.000 plus SC Levy

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

Annual Electrical Permits

Description	Permit Fee	SCC Levy	Total Fee
Annual Electrical Maintenance	\$375.00	\$15.00	\$390.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

Schedule “L”

**TOWN OF THREE HILLS
GAS PERMIT FEE SCHEDULE**

Residential Installations			
Number of Outlets	Permit Fee	SCC Levy	Total Fee
1	\$100.00	\$4.50	\$104.50
2	\$115.00	\$4.60	\$119.60
3	\$140.00	\$5.60	\$145.60
4	\$160.00	\$6.40	\$166.40
5	\$190.00	\$7.60	\$197.60
6	\$220.00	\$8.80	\$228.80
7	\$245.00	\$9.80	\$254.80
8	\$265.00	\$10.60	\$275.60
9	\$290.00	\$11.60	\$301.60
10	\$315.00	\$12.60	\$327.60
Add \$10.00 per outlet over 10			
Description	Permit Fee	SCC Levy	Total Fee
Propane Tank Set (does not include connection to appliance)	\$100.00	\$4.50	\$104.50
Temporary Heat	\$100.00	\$4.50	\$104.50

Homeowner Permits - add \$50.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

Schedule “M”

**TOWN OF THREE HILLS
GAS PERMIT FEE SCHEDULE**

Non-Residential Gas Permits

BTU Input	Permit Fee	SCC Levy	Total Fee
0 - 50,000	\$100.00	\$4.50	\$104.50
50,001 - 100,000	\$130.00	\$5.20	\$135.20
100,001 - 200,000	\$160.00	\$6.40	\$166.40
200,001 - 300,000	\$190.00	\$7.60	\$197.60
300,001 - 500,000	\$220.00	\$8.80	\$228.80
500,001 - 750,000	\$250.00	\$10.00	\$260.00
750,001 - 1,000,000	\$280.00	\$11.20	\$291.20

Add \$7.00 for each 100,000 BTU over 1,000,000 BTU

Propane Tank Installations

Description of Work	Permit Fee	SCC Levy	Total Fee
Propane Tank Set Only	\$100.00	\$4.50	\$104.50
Propane Tank Set and Connection	Use the BTU Fee Schedule Above		

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

Schedule “N”

**TOWN OF THREE HILLS
PLUMBING PERMIT FEE SCHEDULE**

Residential & Non-Residential Installations

Number of Fixtures	Permit Fee	SCC Levy	Total Fee
1	\$100.00	\$4.50	\$104.50
2	\$110.00	\$4.50	\$114.50
3	\$125.00	\$5.00	\$130.00
4	\$135.00	\$5.40	\$140.40
5	\$145.00	\$5.80	\$150.80
6	\$150.00	\$6.00	\$156.00
7	\$155.00	\$6.20	\$161.20
8	\$160.00	\$6.40	\$166.40
9	\$165.00	\$6.60	\$171.60
10	\$175.00	\$7.00	\$182.00
11	\$180.00	\$7.20	\$187.20
12	\$185.00	\$7.40	\$192.40
13	\$190.00	\$7.60	\$197.60
14	\$195.00	\$7.80	\$202.80
15	\$205.00	\$8.20	\$213.20
16	\$215.00	\$8.60	\$223.60
17	\$225.00	\$9.00	\$234.00
18	\$235.00	\$9.40	\$244.40
19	\$245.00	\$9.80	\$254.80
20	\$255.00	\$10.20	\$265.20
Over 20	\$255.00 plus \$8.00 per fixture over 20		

Homeowner Permits - add \$50.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

Schedule “O”

PSDS PERMIT FEE SCHEDULE

Description	Permit Fee	SC Levy	Total Fee
Holding Tanks	\$200.00	\$8.00	\$208.00
Open Discharge, Fields, Mounds, Treatment Plants	\$350.00	\$14.00	\$364.00

Homeowner Permits - add \$50.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

FIRE INSPECTIONS

1. Fee Schedule - \$155.00/hour including travel time, plus GST.
After regular business hours (emergency call) \$250.00/hour including travel time, plus GST.
2. Response Time – 2 to 5 business days for inspection prior to occupancy and request inspections.
Emergency complaint situations will be within 48 hours.

Schedule “P”

Community Standards Fees

Section #		
4	Cause a Disturbance	\$250.00
5	Dangerous Practices	\$250.00
6	Unlawfully Discharging a Firearm/Projectiles	\$250.00
7.1	Place or Cause Graffiti	\$500.00
7.2	Failure to Remove Graffiti	\$250.00
8.1	Interference with Property	\$250.00
8.2	Loose Garbage/Litter	\$100.00
8.4	Deposit Flyers Without Permission	\$100.00
9.1	Littering	\$250.00
10.1	Loitering	\$250.00
11.1	Causing a Nuisance	\$250.00
12.1	Unlawfully Panhandling	\$100.00
13	Unlawful Urinating/Defecation	\$250.00
14.2.1 & 14.2.2	Unlawful Accumulation of Materials	\$200.00
14.2.9	Interference with Safe Traffic Flow Due to Existence of a Visual Obstruction within of the Nearest Corner of a Street Intersection	\$100.00
14.3	Unsightly Premises	\$100.00
15.4	Fail to Maintain Sidewalk	\$100.00
16	Placing Snow on Town Property	\$100.00
16	Snow on Sidewalk	\$100.00
16	Place Objects or Material on Roadway, Sidewalk, Boulevard or Median without Specific Permission	\$100.00
17	Damage Sidewalk	\$100.00
18	Electrical Cord on Sidewalk	\$100.00
19	Fail to Maintain Boulevard	\$100.00
20.1	Yard Maintenance	\$100.00
20.4.1	Noxious Weeds on Property	\$100.00
20.4.2	Grass Over 10 cm	\$100.00
20.4.3	Fail to Maintain Trees/Shrubs	\$100.00
21	Causing Excessive Noise	\$150.00
21	Making Unnecessary Noise	\$150.00
21	Owner Allowing the Making of Unnecessary Noise on his/her Property	\$150.00
24	Operating Equipment/Performing Construction after 11 PM and before 7 AM	\$150.00
25	Performing Garbage Collection after 11 PM and before 7 AM	\$150.00
26	Engine Retarder Brakes	\$100.00
27	Motor Vehicle Repairs Causing Excessive Noise	\$150.00

27	Wash, Service or Repair a Vehicle on a Roadway, Sidewalk, Boulevard or Median	\$100.00
28	Operating Sound Amplifying Equipment	\$150.00
30, 31, 32	Smoking where Prohibited	\$250.00
34	Obstruct Enforcement Officer	\$250.00
38	Fail to Comply with Written Order	\$250.00

Appendix A

Arena: On Ice Advertising- Available Spaces

Spaces – 1, 2, 3, 4
\$1,000.00 + GST Each

Spaces – 5, 6
\$1,200.00 + GST Each

Spaces- 7, 8, 9, 10
\$900.00 + GST Each

