

VILLAGE OF GLENWOOD

Bylaw 245-2026B

Rates, Fees and Charges Bylaw

BEING A BYLAW OF THE VILLAGE OF GLENWOOD, IN THE PROVINCE OF ALBERTA, TO ESTABLISH SERVICE FEES IN THE VILLAGE OF GLENWOOD.

WHEREAS, the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto, permits the municipality to pass and enforce bylaws for municipal purposes respecting the safety, health and welfare of the people and the protection of people and property;

AND WHEREAS the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto, provides for Council to pass and enforce bylaws for the municipal purposes respecting services provided by or on behalf of the municipality;

AND WHEREAS the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto, provides that a Council, by bylaw, may establish fees;

AND WHEREAS Council recognizes the benefit of adopting a Schedule of Fees;

AND WHEREAS Council deems it expedient from time to time to revise the Schedule of Fees for municipal services;

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Village of Glenwood, in the Province of Alberta, enacts as follows:

1. TITLE AND DEFINITIONS:

1.1 **Title** – This bylaw may be cited as the “Rates, Fees and Charges Bylaw”.

1.2 **Definitions** – In this bylaw unless the context otherwise requires:

- (a) **Act** – the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto;
- (b) **Council** – the Council of the Village of Glenwood;
- (c) **Village** – the Village of Glenwood;
- (d) **Resident** – either an individual or a family that resides within the Village of Glenwood;
- (e) **Non-Profit** – any group or organization that has a registered society number; groups without a society number and who provide a valued service to the Village may be included subject to the approval of Administration;
- (f) **Other** – all individuals who do not qualify for the non-profit rate.

2. INTENTION:

- 2.1 It is the intention of the Village Council that each separate provision of this bylaw shall be deemed independent of all other provisions herein and it is further the intention of the Village Council if any provision of the bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.
- 2.2 This bylaw relates to the fees, rates, and charges for the various services provided by the Village. Penalties are not addressed in this bylaw, but are determined by the bylaw, policy, or circumstances specifically relevant to the occurrence.

3. FEES:

- 3.1 The user of any Village facility and/or service shall pay the Village the applicable fee, as stated in Schedule A which is attached to and forms part of this bylaw.

4. SEVERABILITY:

- 4.1 Should any provision of this bylaw be found to be invalid, the invalid provision shall be severed and the remaining provisions of the bylaw shall remain in force.

5. RESCINDING BYLAW:

- 5.1 Bylaw 245-2026 is hereby repealed.

6. DATE OF COMMENCEMENT:

- 6.1 This bylaw shall come into effect upon third and final reading and signing.

Read a FIRST time this _____ day of _____, 2026.

Read a SECOND time this _____ day of _____, 2026.

Read to CONSIDER the THIRD and final time this _____ day of _____, 2026.

Read a THIRD time and finally passed this _____ day of _____, 2026.

Mark Peterson
Mayor

Jim Brown
Chief Administrative Officer

SCHEDULE “A”

FEES:

1. ADMINISTRATIVE SERVICES FEES:

1.1	Tax Certificate	\$30.00
1.2	Tax Arrears List Placement – As per Land Titles Fees	
1.3	NSF Cheque	\$35.00
1.4	Photocopying/printing (single sided letter or legal-size sheet)	\$0.25
1.5	Photocopying/printing (double sided letter or legal-size sheet)	\$0.50
1.6	Photocopying/printing (single sided 11x17 size sheet)	\$0.60
1.7	Photocopying/printing (double sided 11x17 size sheet)	\$1.00
1.8	Colour Photocopying/printing (single sided letter or legal-size sheet)	\$0.30
1.9	Colour Photocopying/printing (double sided letter or legal-size sheet)	\$0.60
1.10	Colour Photocopying/printing (single sided 11x17 size sheet)	\$1.10
1.11	Colour Photocopying/printing (double sided 11x17 size sheet)	\$2.00
1.12	Faxing:	
	(a) Per page (outgoing)	\$0.50
	(b) Per page (incoming)	\$1.00
1.13	Title Searches – Personal property only & Lawyers for land sales.	\$50.00
1.14	Property Information Request – Lawyers for land sales (Assessment & Real Estate Companies) POPA & ATIA	\$25.00
1.15	Assessment Review Board Complaint (Personal Property) Per Residential – (3 or fewer on a single parcel)	\$50.00
	Residential 4 or more dwellings on a single parcel	\$300.00
	Assessment Review Board Complaint-Non-Residential Property	\$650.00
1.16	Composite Assessment Review Board Complaint	\$650.00
1.17	Trash Moving Service (per hour)	\$150.00
1.18	Access to Information (ATIA) Request Fee:	
	(a) Initial Request Fee concerning your personal information	\$10.00
	(b) Initial Request Fee for all other requests	\$30.00
	(c) Other information request:	
	(i) For searching for, locating and retrieving a record:	\$10.00 per ¼hr or part thereof
	(ii) For producing an electronic copy of an electronic record:	\$10.00 per ¼hr or part thereof
	(iii) For producing a black and white paper copy of a record (per single sided sheet):	\$0.25

(iv)	For producing a colour paper copy of a record (per single sided sheet):	\$0.30
(v)	For supervising the examination of a record:	\$10.00 per ¼hr or part thereof

2. BUSINESS LICENCING:

2.1	Business Licence (Yearly):	
(a)	Village Only - voluntary	\$20.00
(b)	Regional Licence	\$80.00
Regional Licence may only be purchased with a Village Licence – total cost \$100.00		

3. COMMUNITY SERVICES – CEMETERY:

3.1	Cemetery Marker Fee - Fee for Village to place a marker on an unmarked plot.	\$50.00
3.2	Plot Purchase Price:	
(a)	Resident Interment*	\$150.00
*Resident means a resident, or former resident of Cardston County or a municipality within Cardston County, and their spouse or adult interdependent partner, children, grandchildren, parents, and the parents of the spouse or adult interdependent partner. Proof of relationship may be required at Administration's discretion.		
(b)	Resident Infant Interment	\$0.00
(c)	Other Interment – non-residents	\$2,500.00

4. ENVIRONMENTAL SERVICES:

4.1	Bulk Water:	
(a)	Per gallon of water – Non-residents	\$0.04
(b)	Per gallon of water – Residents	\$0.04
(c)	Per gallon of water – County residents	\$0.03
4.2	Lot driveway approach installation: Initial installation will be covered by the property owner or developer undertaken by a contractor approved by the Village at a cost incurred by the Village.	

5. MUNICIPAL UTILITY RATES:

5.1 Rates – are listed on a per month billing base standard rate (billed bi-monthly):

a. Residential* / Commercial:

Water	\$57.50
Sewer	\$20.00
Solid Waste	\$10.00
Irrigation (per acre)	\$8.00

Residential* / Commercial: Discounted seasonal vacancy rates.

Water	\$28.75
Sewer	\$10.00
Solid Waste	\$5.00
Irrigation (per acre)	\$8.00

*** These rates are for single-detached residential units. For multi-unit residential, each unit gets billed at these rates.**

b. Industrial:

Water Flat Charge	\$157.00
Water Consumption per Imperial Gallon	\$0.004
Sewer	\$56.00
Solid Waste	\$32.00
Irrigation (per acre)	\$8.00

c. Church (Institutional):

Water	\$85.00
Sewer	\$28.00
Solid Waste	\$16.00
Irrigation (per acre)	\$8.00

d. School (Institutional):

Water	\$157.00
Sewer	\$56.00
Solid Waste	\$32.00
Irrigation (per acre)	\$8.00

5.2 Water/Sewer/Irrigation Connection Rates

New Main Connection Fee – per individual service:

*If Main adjacent to property.

Any property Owner who desires a Water and/or Sewer Service Connection from the Village shall apply to the Administrator and pay the required Service Connection fee(s) listed below before work on either Connection commences.

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|--|------------|
| i. Water Service Hook-up - plus cost of backhoe services and supplies and road repair if required. | \$2,250.00 |
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ii.	Sewer Service Hook-up – plus cost of backhoe services and supplies and road repair if required.	\$2,250.00
iii.	Irrigation Service Install (no roadwork)	\$1,125.00
iv.	Irrigation Service Install (roadwork required)	\$2,250.00
b.	*Water Connection/Disconnection Fee – per connection/disconnection:	
i.	Due to any reason or non-payment of account	\$100.00
ii.	Due to customer request Summer (April 1-Sept 30)	\$35.00
iii.	Due to customer request Winter (Oct 1-March 31)	\$70.00

*If the Water connection/disconnection is a direct result of an Emergency the associated fee **shall** be waived.

6. OPERATIONAL SERVICES:

6.1	Equipment Rental per hour rate or part thereof: (minimum charge is ½ hour): *Operated by village staff and subject to schedule availability.	
(a)	Grader	\$200.00
(b)	Large Tractor	\$150.00
(c)	Large Tractor with mower	\$175.00
(d)	Packer	\$125.00
(e)	Small Tractor with mower	\$125.00
(f)	Skid steer with or without Attachment	\$125.00
(g)	Weed Whipping (for non-compliance only)	\$75.00

***ANY AFTER HOURS CALL-INS SHALL BE BILLED AT THE ABOVE EQUIPMENT RATE, PLUS TIME AND ½ FOR A MINIMUM OF THREE (3) HOURS, FOR THE SUPERINTENDENT OF PUBLIC WORKS.**

7. LAND USE, PLANNING & SUBDIVISION:

7.1	Letter or Certificate of Compliance	\$50.00
7.2	Development Application Fee – single unit dwelling	\$100.00
7.3	Development Application Fee – garage, deck, carport, shed, accessory building, shipping container	\$50.00
7.4	Development Application Fee – modular/manufactured homes	\$100.00
7.5	Development Application Fee – multi-unit dwellings (per unit), special residential uses including half-way houses, group homes, day care, nursing homes	\$200.00
7.6	Development Application Fee – Commercial/Industrial	\$300.00
7.7	Development Application Fee – all public service buildings	\$300.00
7.8	Request to convene a special meeting of the Subdivision and Development Appeal Board (SDAB) or the Municipal Planning Commission (MPC)	\$300.00
7.9	Regional Subdivision & Development Appeal Board Fee (of which \$150 will be refunded if appeal is successful)	\$300.00
7.10	Printed copy of Land Use Bylaw	\$50.00

7.11	Land Use Bylaw Amendment Fee (per title and or if at the same time of application fee can be cost shared)	\$500.00
7.12	Where a development has been commenced prior to a development application being approved, or when a stop order has been issued pursuant to the Land Use Bylaw, the fee for any subsequent application for that development shall be twice the amount specified in this bylaw for that use.	
7.13	Outstanding fees or charges shall be added to the tax roll if applicable under Section 553(1) and (2) of the <i>Municipal Government Act</i> RSA 2000 Chapter M-26.	

8. RECREATIONAL SERVICES:

All Rentals must be paid in full before the day of rental and the date cannot be held until payment is made in full.

8.1	Bleachers:	
(a)	Rental per day – for Private Functions	\$100.00
(b)	Rental per day (for those covered by Policy No. A011 plus Glenwood Baseball Group, Pioneer Days, Glenwood Days and Community Functions)	\$0.00
(c)	Refundable Damage Deposit for Private Functions	\$100.00
8.2	Glenwood Community Hall:	
(a)	Rental per day – Private Functions	\$100.00
(b)	Refundable Damage Deposit for Private Functions	\$100.00