

# VILLAGE OF HILL SPRING

BYLAW # 2025 - 245

FEES, RATES, & CHARGES BYLAW

---

**BEING A BYLAW OF THE VILLAGE OF HILL SPRING, IN THE PROVINCE OF ALBERTA, TO ESTABLISH SERVICE FEES IN THE VILLAGE OF HILL SPRING.**

**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 Hill Spring, in the Province of Alberta, enacts as follows:

---

## **1. TITLE AND DEFINITIONS:**

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

### **1.2. Definitions**

In this bylaw these definitions prevail: unless the context otherwise requires:

1.2.1. **Act** – the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto;

1.2.2. **Council** – the Council of the Village of Hill Spring;

1.2.3. **Village** – the Village of Hill Spring;

- 1.2.4. **Resident** – either an individual or a family that resides in the Village of Hill Spring;
  - 1.2.5. **Non-Resident** – either an individual or a family that does not reside in the Village;
  - 1.2.6. **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;
  - 1.2.7. **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 that 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. RESCINDING BYLAW**

4.1. Bylaw 2024 – 245 is hereby repealed

---

**5. DATE OF COMMENCEMENT**

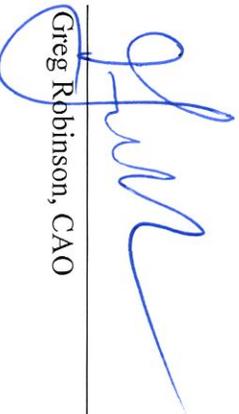
5.1. This bylaw shall come into effect upon third and final reading.

Read a FIRST time this 17<sup>th</sup> day of December, 2024.

Read a SECOND time this 21<sup>th</sup> day of January, 2025.

Read a THIRD time and finally passed this 21<sup>th</sup> day of January, 2025.

  
\_\_\_\_\_  
Dwight Davis, Mayor

  
\_\_\_\_\_  
Greg Robinson, CAO

## SCHEDULE A

### FEES:

#### 1. ADMINISTRATIVE SERVICE FEES:

1.1.	Tax Certificate	\$ 30.00
1.2.	Tax Notification	\$ 75.00
1.3.	NSF Cheque	\$ 35.00
1.4.	<b>Paper copy of Village Utility Bill or Statement</b>	<b>\$3.00</b>
1.5.	Photocopying, per single sided sheet	
1.5.1.	black & white	\$ 0.15
1.5.2.	colour Photocopying	\$ 0.25
1.6.	Faxing	
1.6.1.	Per Page	\$ 1.00
1.6.2.	Long Distance	\$ 1.00
1.7.	Title Searches	\$ 50.00
1.8.	Property Information Requests (Assessment & Real Estate Companies)	\$ 15.00
1.9.	Local Assessment Review Board Complaint	\$ 50.00
1.10.	Composite Assessment Review Board Complaint	\$ 50.00
1.11.	Trash Mowing Service (per hour)	<del>\$150.00</del> <b>2025: \$200.00</b>
1.12.	FOIP Request Fee:	
1.12.1.	Concerning your personal information	\$ 0.00
1.12.2.	Other information request	
1.12.2.1.	For searching for, locating and retrieving a record:	\$ 6.75 / ¼ hr
	or part thereof	
1.12.2.2.	For producing an electronic copy of an electronic record:	\$ 6.75 / ¼ hr

- 1.12.2.3. For producing a paper copy of a record or part thereof
- 1.12.2.3.1. black and white, per single sided sheet \$ 0.25
- 1.12.2.3.2. colour, per single sided sheet \$ 0.50
- 1.12.2.4. For supervising the examination of a record: \$ 6.75 / ¼ hr or part thereof

**2. BUSINESS LICENSING:**

- 2.1. Business License (Yearly) - Voluntary, not Mandatory:
  - 2.1.1. Regional \$ 80.00
  - 2.1.2. Village Only \$ 20.00

**3. BYLAW ENFORCEMENT:**

- 3.1. Dog Licence:
  - 3.1.1. Spayed or Neutered \$ ~~10.00~~
  - 3.1.2. Not Sterilized **2025: \$25.00**
  - 3.1.3. Aggressive \$ 250.00
- 3.2. Upgrade to Dog Fancier Licence \$ 30.00
- 3.3. Replacement Tag **2025: \$100.00**

**4. COMMUNITY SERVICES - CEMETERY:**

- 4.1. Cemetery Marker Fee \$ 10.00
- 4.2. Lot Purchase Price:

4.2.1. Residents\*

\$175.00

**2025: \$200.00**

\*Residents here includes: Residents, or former Residents, and their immediate families, of Cardston County, Glenwood and Hill Spring.

4.2.2. Others

\$ 5000.00

## 5. ENVIRONMENTAL SERVICES:

5.1. Driveway approach installation:

5.1.1. Initial lot approach placement is complimentary up to \$ 1000.00;

5.1.2. The right and responsibility of installation for any and all property approaches is solely the Village's.

5.1.2.1. Culvert required

\$ 1000.00

5.1.2.2. Culvert not required

\$ 800.00

5.1.2.3. No ditch present property at grade with roadway  
(+/- 0.5 ft or 0.15 m)

\$ 400.00

## 6. OPERATIONAL SERVICES:

6.1. Equipment Rental - per hour\*:

\*Operated by Village Staff and subject to schedule availability.

6.1.1. Weed Whipping

\$ 45.00

**7. MUNICIPAL UTILITY RATES:**

**7.1 Rates – per monthly base standard rate (billed bimonthly):**

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

7.1.1 Residential* / Commercial:	2024	2025
Water	\$ 50.00	<b>\$ 52.00</b>
Sewer	\$12.75	<b>\$ 14.75</b>
Solid Waste	\$ 8.00	\$ 8.00
Irrigation	\$ 6.00	\$ 6.00
Water Infrastructure Reserve Fund	\$ 5.00	\$ 5.00
Sewer Infrastructure Reserve Fund	\$ 3.00	\$ 3.00
Irrigation Infrastructure Reserve Fund	\$ 3.00	\$ 3.00
<b>TOTAL</b>	<b>\$ 87.75</b>	<b>\$ 91.75</b>

7.1.2 Rural Residential:*(1.5x-village rate)	2024	2025
Water	\$75.00	\$
Water Infrastructure Reserve Fund	\$7.50	\$
<b>TOTAL</b>	<b>\$70.50</b>	<b>\$</b>

7.1.3 Industrial / Institutional:	2024	2025
Water	\$ 200.00	<b>\$225.00</b>
Sewer	\$ 47.00	<b>\$ 50.00</b>
Solid Waste	\$ 14.25	<b>\$ 15.00</b>
Irrigation	\$ 20.25	<b>\$ 21.00</b>
Water Infrastructure Reserve Fund	\$ 20.00	\$ 20.00
Sewer Infrastructure Reserve Fund	\$ 16.00	\$ 16.00
Irrigation Infrastructure Reserve Fund	\$ 20.00	\$ 20.00
<b>TOTAL</b>	<b>\$ 337.50</b>	<b>\$ 367.00</b>

**7.2 New Main Connection Fee - per individual service:**

Additional fees to those listed in 7.2.1 - 7.2.3 below will apply on an as-quoted basis if the associated main is not adjacent to the property:

	2024	2024
7.2.1 Water or sewer only	\$ 2300.00	\$ 2300.00
7.2.2 Water and sewer together	\$ 2500.00	\$ 2500.00
7.2.3 Irrigation	\$ 430.00	\$ 430.00

7.3 Water Connection / Disconnection Fee - per connection / disconnection:

7.3.1 Due to non-payment of account	\$ 100.00
7.3.2 Due to any reason other than non-payment of account	\$ 30.00

7.3.3 If the Water connection / disconnection is a direct result of an Emergency, the associated fee will be waived.

**8. PLANNING & SUBDIVISION:**

8.1. Letter or Certificate of Compliance	\$ 50.00
--	----------

Development Application Fee:

\*The Municipal Planning Commission reserves the right to waive any of the below-noted fees given the circumstances associated with the development application.

8.1.1. Residential:	
8.1.1.1. Single family homes	<del>\$ 100.00</del>
8.1.1.2. Garages	<del>\$ 50.00</del>
8.1.1.3. Modular / Manufactured homes	<del>\$ 100.00</del>
	<b>2025: \$150.00</b>
8.1.1.4. Residential additions	\$ 100.00
8.1.1.5. Home occupations	\$ 100.00
8.1.1.6. Multi-Family dwellings (per unit)	\$ 100.00
8.1.1.7. Special residential uses including half-way houses, group homes, day care, nursing homes, etc.	\$ 200.00
8.1.1.8. Decks, carports, fences	\$ 25.00

8.1.2. Commercial:

\*Includes government office buildings.

8.1.2.1.	Car lots, trailer sales, parking garages, etc.		\$ 200.00
8.1.2.2.	Commercial buildings:		
8.1.2.2.1.	Less than 5000 sq. ft. (465 m <sup>2</sup> )		\$ 200.00
8.1.2.2.2.	5000 - 20,000 sq. ft. (465 - 1858 m <sup>2</sup> )		\$ 350.00
8.1.2.2.3.	20,001 - 50,000 sq. ft. (1859 - 4645 m <sup>2</sup> )		\$ 600.00
8.1.3.	Industrial and Warehouse buildings:		
8.1.3.1.	Less than 5000 sq. ft. (465 m <sup>2</sup> )		\$ 200.00
8.1.3.2.	5000 - 20,000 sq. ft. (465 - 1858 m <sup>2</sup> )		\$ 300.00
8.1.3.3.	20,001 - 50,000 sq. ft. (1859 - 4645 m <sup>2</sup> )		\$ 400.00
8.1.3.4.	Multi-tenancy industrial buildings or complexes exceeding 50,000 sq. ft. (4645 m <sup>2</sup> )		\$ 600.00
8.1.4.	Miscellaneous:		
8.1.4.1.	Public service buildings such as churches, schools, auditoriums, fire halls, police stations, etc.:		
8.1.4.1.1.	Under 10,000 sq. ft. (929 m <sup>2</sup> )		\$ 250.00
8.1.4.1.2.	10,000 sq. ft. (929 m <sup>2</sup> ) and over		\$ 400.00
8.1.4.2.	Sign permits for freestanding structures		\$ 100.00
8.1.4.3.	Sign permits		\$ 50.00
8.1.4.4.	Sign for a home occupation		\$ 50.00
8.1.4.5.	Land Use Bylaw amendments (per title)		\$ 600.00
8.1.4.6.	Request to convene a special meeting of the Subdivision and Development Appeal Board or the Municipal Planning Commission		\$ 400.00
8.1.4.7.	Appeal to the Subdivision and Development Appeal Board (of which \$ 200.00 will be refunded if appeal is successful)		\$ 400.00

- 8.1.5. When public notification is required of development \$ 50.00
- 8.1.6. Subsequent substantial revisions to development application 50% of original fee
- 8.1.7. Development begun before approval of development application Original fee x2

**9. RECREATIONAL SERVICES:**

- 9.1. Community Hall:
  - 9.1.1. Rental per day for hall and kitchen \$ 100.00
  - 9.1.2. Rental per day for community kitchen \$ 40.00
  - 9.1.3. Rental per day refundable damage deposit \$ 100.00
  - 9.1.4. Rental (Non-Profit Community Group) \$ 0.00