



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045**

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO ESTABLISH BY BYLAW FEES OR OTHER CHARGES FOR PRODUCTS, PROGRAMS, SERVICES, PUBLIC UTILITIES, INFRASTRUCTURE AND FACILITIES PROVIDED BY THE MUNICIPALITY FOR USE OF PROPERTY UNDER THE OWNERSHIP, DIRECTION, MANAGEMENT OR CONTROL OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, PASSED PURSUANT TO SECTIONS 70, 71, 72, 73, 74 AND 75 OF THE CITIES, TOWNS AND VILLAGE ACT S.N.W.T, 2003, c.22.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be expedient and wishes to both consolidate and update the various fees and charges collected by the Town of Fort Smith;

NOW THEREFORE, the Council of the Town of Fort Smith, at a duly assembled meeting enacts as follows:

1. That this Bylaw may be cited for all purposes as **"The Consolidated Rates and Fees Bylaw"**.
2. The Council of the Town of Fort Smith does now set the rates and fees for services described in the schedules attached to this by-law as Schedules A to K.
3. That Schedules "A" to "K" attached hereto form part of this bylaw.
4. Repeal:
That Bylaw 1030 with Schedules "A" to "L" is hereby repealed.

READ A FIRST TIME THIS 21st DAY OF February, 2023 A.D.

READ A SECOND TIME THIS 21st DAY OF February, 2023 A.D.

READ A THIRD TIME THIS 21st DAY OF March, 2023 A.D.



MAYOR



SENIOR ADMINISTRATIVE OFFICER

I hereby certify that this bylaw has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the bylaws of the Municipal Corporation of the Town of Fort Smith.



SENIOR ADMINISTRATIVE OFFICER



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CONSOLIDATED RATES AND FEES BY-LAW

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SCHEDULE "A"

CONSOLIDATED RATES AND FEES BY-LAW

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A. ADMINISTRATION FEES		<u>Fee</u>
1. Research Fees - Policy 3.2		\$ 75.00 per hour
2. Photocopying Fees - Policy 3.2		\$ 2.00 per page
3. Land Sales Title Registration Fees		Recover actual cost of registration with Land Titles Office
4. Preparation of Residency Letters Fee		\$15.00
5. Tax Certificate Policy 4.18		\$41.25
6. Marriage License Fees - GNWT Legislated		\$66.00 (Town receives \$36.00 and \$30.00 paid to the GNWT)
7. Commissioner for Oaths		N/C
8. Maps	8 X 11 inch	\$8.25
	8 X 17 inch	\$16.50
9. Request for Tax or Utility Information		\$15.00 per request
10. Accounts Receivable Paper Billing (Non-Residential Customers)		\$5.00 per bill



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SCHEDULE "B"

CONSOLIDATED RATES AND FEES BY-LAW

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B. PROTECTIVE SERVICES

Fee (Non-Taxable)

a) Emergency Services

Ambulance Service

Resident

Non-Resident

In Town Service

\$500.00

\$700.00

Highway Service

\$600.00 Plus
\$2.50/km

\$1650.00 Plus
\$2.50/km

Medevac Service

\$2172.50

\$2172.50

(+ salary after 3 hours)

Hourly Standby Rate

\$165.00 per hour

Fire and Rescue Response Within Town Limits

First two (2) hours minimum Charge

\$500.00 (five hundred dollars) for each call

Each additional two (2) hours

\$200.00 (two hundred dollars)

Consumables

cost plus 10%

Fire Investigation Services

\$150.00 per incident with dollar loss

Fire and Rescue Response Outside Town Limits

Highway Response

\$1650.00 plus \$2.50 per kilometre

First two (2) hours minimum charge

\$500.00 (five hundred dollars) for each call

Each Additional two (2) hours

\$200.00 (two hundred dollars)

Consumables

cost plus 10%

Fire Investigation Services

\$150.00 pers incident with dollar loss

False Alarm

First response to a false alarm at the same premises
in a 12-month period.

No charge

Second (2nd) and each subsequent response to a False Alarm at the
same premises responded to during a 12-month period

\$1,000.00 per response



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SCHEDULE "C"

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 1

C. CEMETERY FEES		<u>Fee</u>
1. Burial Plot		
Single Adult		\$400.00
Under 16		\$300.00
Plot Cremation		\$250.00
Plot Reservation		\$250.00
Veteran/Senior		\$300.00
2. Burial Fees		
Summer Services	June 1 to November 30	
Adult		\$400.00
Child (0 to 16)		\$0.00
Senior		\$0.00
Cremation		\$150.00
Winter Services	December 1 to May 31	
Adult		\$600.00
Child (0 to 16)		\$0.00
Senior		\$0.00
Cremation		\$300.00
3. Columbarium Niche		
At time of need		\$700.00
Reserved		\$1000.00
4. Disinterment and Reburial Fee		
Winter		\$550.00
Summer		\$450.00
(same price for: Infant, Child, Adult, Senior)		



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SCHEDULE "D"

CONSOLIDATED RATES AND FEES BY-LAW

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D. DEVELOPMENT FEES

Fee

a) Zoning

1. Development Application Fee - based on Project/Contract Costs as follows:

\$0 to \$5,000.00	\$82.50
\$5,001 to \$10,000.00	\$165.00
\$10,001.00 to \$20,000.00	\$247.50
\$20,001.00 to \$50,000.00	\$412.50
\$50,001.00 to \$100,000.00	\$577.50
Over \$100,000.00	\$577.50 plus \$5.00 per each \$1,000 over \$100,000.00

2. Amend the Zoning Bylaw

Application Fee	\$500.00 plus cost for each application
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3. Home Occupation Development Permits \$165.00

b) Security Deposits - Relocation Permits

1. Relocation Permit Fee	\$ 8.25 each permit
2. Security Deposit Fee Calculation	\$1.65 per square foot of building To be relocated to maximum of \$10,000.00



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SCHEDULE "E"
CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 2

E. LICENSING FEES

Fee

a) Dog Control

1. Dog (tag) License Fees:

- | | |
|--|---------|
| 1) Un-neutered male or un-spayed female dog annually | \$40.00 |
| 2) Unvaccinated annually | \$40.00 |
| 3) Spayed female dog for life of the dog | \$10.00 |
| 4) Neutered male dog for the life of the dog | \$10.00 |
| 4) Any animal attaining the age of 3 months after June 30, or for a new resident application after June 30 pay 1/2 the appropriate annual fee. | |

b) Business Licensing

Resident Business

- | | |
|---|--|
| 1. Resident Commercial Business License fee | \$100.00 |
| 2. Home Occupation Business License fee | |
| -includes desk operation/telephone | \$100.00 |
| 3. Commercial allowed in residential zone (non-conforming) | \$150.00 |
| 4. Charitable Purposes | N/C |
| 5. License Change | \$50.00 |
| 6. Resident Hawker/Peddler | \$100.00 |
| 7. Junior Business | \$1.00 |
| 8. Resident applications after September 1 st will cost one-half of regular price. | |
| 9. Renewal Penalty | \$38.50 (renewal received after February 15) |

Non-Resident Business

- | | |
|------------------------|--|
| 1. Non-resident | \$350.00 |
| 2. Non-resident Vendor | \$50.00 per weekend or up to 2 day event |



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SCHEDULE “E” *continued*

CONSOLIDATED RATES AND FEES BY-LAW

Page 2 of 2

E. LICENSING FEES (*continued*) Fee

c) Lottery Licensing (including Chase the Ace Style)

Licence Application (more than 7 days prior to the Lottery)	\$50.00
+ application fee as determined by total prize amount	
Total Prize Amount	
• \$1,000 or less	\$50.00
• More than \$1,000	5% of total
Licence Application (seven or less days prior to the lottery) fee as determined by total prize amount	\$65.00 + application
Licence amendment more than seven days prior to the lottery	\$50.00
Licence amendment seven or less days prior to the lottery	\$100.00
Processing fee for incorrect or incomplete documents	\$25.00

d) Traffic Regulation

Permits required under Section 42(b) and 44 \$165.00 per permit per vehicle



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SCHEDULE “F”

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 1

F. TAXI RATES & FEES	<u>Fee</u>
Taxi Cab Operator’s License per vehicle per year	\$181.50
Taxi Cab Driver Operator’s Licence Permit	\$ 90.75
Transfer of Taxi Cab Operator’s License	\$ 18.15
Replacement of any License/Permit Issued under this bylaw	\$ 9.00



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SCHEDULE “G”
CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 1

G. RENTAL FEES

Fee

a) Rates for Chamber Rental

For each full day or part thereof 8:30 am to 5 pm	\$165.00
For each evening or part thereof 7 pm to 11 pm	\$99.00
Day use requiring an extension into Evening session, additional	\$55.00

b) Supply of Municipal Equipment and Personnel

Personnel Callout fees:	
Minimum Fee - After Hours Callout	Callout - Up to 4 hours
Four hours or more fee	At the appropriate overtime rate
Equipment Rental fee	Per hour basis
Equipment & Personnel Rental fees	
During normal working hours	Minimum 1 hour charge
After working hours	Minimum 4 hour callout charge
Equipment Rental Rates	Current Local Market Rate Plus 20%
Equipment Rental Rates for	
Equipment not available locally	Alberta Rental Rates Plus 30%
Labour Rate	Fully Burdened Rate Plus 20%
Administration Fee	15% Added to all Charges



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**SCHEDULE "H"
CONSOLIDATED RATES AND FEES BY-LAW**

H. RECREATION FEES

RCC/Pool "All in One" pass fees	Child	Adult	Student/Senior	Family
Daily	\$ 2.75	\$ 9.00	\$ 4.00	\$ 15.00
Punch Pass	\$ 24.75	\$ 77.00	\$ 35.00	\$125.00
Monthly	\$ 24.75	\$ 77.00	\$ 35.00	\$ 125.00
3-Months	\$ 66.00	\$ 192.50	\$ 92.50	\$ 333.00
6-Months	\$ 115.50	\$ 335.50	\$ 162.00	\$ 585.00
Yearly	\$ 198.00	\$ 577.50	\$ 278.00	\$ 998.00

RCC Rentals	Rates
Pool per hour	\$100.00
Pool Birthday– (1 hour Pool + 1 hour gym or party room)	\$125.00
Gym Birthday – (2 hours gym & foyer)	\$40.00
Gymnasium (for sports) per hour	\$30.00adult / \$ 15.00youth
Gymnasium floor covering install/removal fee	\$275.00
Room per hour	\$25.00
Arena Rentals	Rates
Youth Groups	\$ 44.00 per hour
Adult Groups	\$137.50 per hour
Youth Tournament	10+ hours \$412.50 (plus \$500 deposit)
	20+ hours \$704.00 (plus \$500 deposit)
	30+ hours \$924.00 (plus \$500 deposit)
Adult Tournament	10+ hours of \$1320.00 (plus \$500 deposit)
	20+ hours \$2200.00 (plus \$500 deposit)
	30+ hours \$3000.00 (plus \$500 deposit)
Mezzanine (Arena)	Rates
Youth Groups	38.50 per hour
Adult Groups	60.50 per hour
Birthday party rental Youth Mezzanine only 2 hours	71.50
Birthday party rental Youth Mezzanine & Ice surface 1 hour each	71.50
Youth Tournament – Mezzanine additional per day	Included in Arena Youth Tournament Fee.
Adult Tournament – Mezzanine additional per day	Included in Arena Adult Tournament Fee
Adult Group Party / Licensed event evening	550.00 (plus \$500 deposit)
Conference – Including Mezzanine & Ice surface	\$1500.00
Canteen – off season per day	165.00
Ball Diamonds	Rates
Youth Groups	\$159.50
Adult Groups	\$176.00 per 90 minute time slot per season
Youth Tournament	\$82.50
Adult Tournament	\$330.00
Institutional Swim Rates (JBT)	
Institutional	\$66.00 per hour
Instructor Lead Classes (not included in membership)	
Per class of session (must enroll in full session)	\$5.00



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Afterschool / Day Camp Programs	
Weekly ASCP	\$100.00/week
ASCP afternoon	\$ 20.00/child (if available)
ASCP Half Day	\$ 30.00/child (if available)
ASCP Full Day	\$ 50.00/child (if available)
Daycare Full Day	\$65/child
Daycare Half Day	\$32.50/child (if available)
Day Camp weekly rate	\$225.00/child
Swimming Instruction Rates	
Pre-school age programs	\$ 40.50/10x30 minutes
School age programs	\$ 52.00/10x45 minutes
Adult Lessons	\$60.00/6x45 minutes
Private Lessons	\$ 32.00/lesson
Semi-private Lessons (2-3 participants)	\$20/person/lesson
Swim Patrol / Jr. Lifeguard Club	\$ 77.00
Bronze Star	\$ 198.00
Bronze Medallion Instruction	\$ 231.00
Bronze Cross Instruction	\$ 247.50
Standard First Aid	\$ 330.00
NLS / AEC	\$ 429.00
Equipment rentals	
Table – per table rent	\$1.50
Chair – per chair rent	\$0.50
Portable Sound System - during other rental at RCC	\$15.00
Picnic Table	\$15.00
Bleachers (wood)	\$100.00
BBQ – portable small	\$50.00 (plus \$150.00 cleaning deposit)
BBQ – Trailer	\$100.00 (plus \$150.00 cleaning deposit)

Birthday Party Packages

Gym - with equipment, 1 hour gym w/ foyer, and staff	\$80.00
Gym – with equipment, 2 hours gym w/ foyer, and staff	\$150.00
Gym - with equipment 1 hour gym w/ foyer, no staff	\$45.00
Gym - with equipment, 2 hours gym w/ foyer, no staff	\$85.00
Gym - Bouncy Castles, 1 hour gym w/foyer, and staff	\$80.00
Gym - Bouncy Castles, 2 hour gym w/ foyer, and staff	\$150.00
Gym - No Equipment, 1hr gym w/ foyer	\$25.00
Gym - No Equipment, 2hr gym w/ foyer	\$50.00
Pool - Equipment and staff, 1hr pool & 1 hour room	\$130.00

Library Fees

Membership Card	No charge
Replacement Card	\$1.00/each
Lost Materials	Replacement cost + \$5.00

Sponsorship and Donation Policy

Playground Structure Naming

Playground structures will be named for the duration of the life of the equipment. Signage will be placed on the structure where possible or top billing on any signage in proximity to the structure.

Walter's Court	\$20,000.00
Caribou Crescent	\$25,000.00
Timber Crescent	\$25,000.00
Kid City (co-named)	\$40,000.00
Kay Fergusson (co-named)	\$40,000.00



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Facilities Naming

Facilities will be identified by the sponsor name in all Town documents/correspondence. Signage will be placed in a prominent location within each facility.

Gymnasium	\$30,000 for 20 years or \$2,000/year for 5 years
Community	\$20,000 for 20 years or \$1,000/year for 5 years
Arena Mezzanine	\$20,000 for 20 years or \$1,000/year for 5 years
Arena Dressing Rooms	\$10,000 for 20 years or \$500/year for 5 years
Curling Rink	\$30,000 for 20 years or \$2,000/year for 5 years
Skatepark	\$10,000 until replacement or \$500/year for 5 years
Landslide Snowboard Park (co-named)	\$20,000 for 20 years or \$1,000/year for 5 years

Partial Sponsorships

Applies to all indoor and outdoor facilities and playgrounds. Signage will be onsite at each facility with higher levels of donors identified at the top of the sign and donors listed in descending order by dollar value.

Diamond Sponsor (2'x4' - top of sponsor sign)	\$10,000 or more
Gold Sponsor (2'x2')	\$5,000 to \$9,999
Silver Sponsor (1'x1')	\$2,000 to \$4,999
Bronze Sponsor (list)	\$1,000 to \$1,999
Community Sponsor (list)	Up to \$999

Landscaping Amenities

Each donated amenity will include a 2"x4" commemorative plaque provided by the Town of Fort Smith affixed to the amenity or posted in close proximity.

Tree (dependent on type available)	\$500.00
Bench	\$2,500.00
Picnic Table	\$3,000.00
Garden Boxes	\$500.00
Gazebo	\$5000.00
Flower Baskets	\$100.00

Advertisement Sponsorships

(All advertisement sponsorships must provide their own artwork and signs. Administration will have final say on any signs or advertisements.)

Arena Dasher Boards	
3'x6'	\$600/year for three years
3'x4'	\$400/year for three years
Ice Resurfacer	
One side	\$1,000/year for three years
Both sides	\$2,000/year for three years
In ice sign (maximum 3'x6')	\$400/year for three years
Electronic Signs and Monitors (20 second ad)	\$100/month/ad placement
Recreation Program Guide	
Full page	\$500/guide
Half page	\$400/guide
Quarter page	\$300/guide



SCHEDULE “I”

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 1

I. SERVICE CHARGES Fees

Policy 4.17 Service Charges - Returned Cheques

Charge for NSF Cheques	\$40.00
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THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
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SCHEDULE "J"

CONSOLIDATED RATES AND FEES BY-LAW

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J. SOLID WASTE MANAGEMENT CHARGES

a) Solid Waste Services

<u>Vehicle</u>	<u>Rate Secured Load</u>	<u>Rate Unsecured Load</u>
End Dump	\$142.00	\$285.00
Tandem Dump	\$114.00	\$228.00
Single Axle Dump	\$97.00	\$194.00
Pick up Box	\$23.00	\$45.50
12 feet and under flat deck	\$63.00	\$125.00
Trailer Unit (over 8 feet to 12 feet)	\$63.00	\$125.00
Trailer Unit (over 12 feet)	\$97.00	\$193.00
Trailer Unit (8 feet & under)	\$23.00	\$45.50

There will be no charge for any residential secured load.

<u>Other Waste</u>	<u>Rate</u>
Appliances	\$25.00
CFC Appliances	\$50.00

Items requiring additional handling: batteries,
microwaves, barbeques, bicycles,
empty de-pressurized propane tanks, fire extinguishers etc. \$3.50

Hazardous Waste

Fluorescent Bulbs	\$2.00
Paint	\$12 per can or \$60 per pail
Glycol	\$12 per jug or \$60 per pail

Vehicles and Related Items

ATVs/Snowmobiles	\$50.00
Empty Used 45 gal drums	\$25.00
Empty Heating fuel tanks	\$75.00
Mobile Home/trailers/campers	\$500.00
Regular Tires (without rims)	\$15.00



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SCHEDULE “J” *continued*

CONSOLIDATED RATES AND FEES BY-LAW

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Regular Tires (with rims)	\$25.00
Oversize Tires (without rims)	\$25.00
Oversize Tires (with rims)	\$45.00
Disposal of Vehicle	\$250.00

b) Solid Waste Levy

Residential	\$ 25.00 per month
Commercial/Industrial/Institutional	\$50.00 per month
Garbage Bin Rentals	\$100.00 per month per Bin
Garbage Pick-up	
Customer owned garbage bins	\$50.00per month per Bin
All levies include two pick-ups per week.	
Additional bin pick-ups	\$50.00 per Pick-up
Bin Removal due to Failure to Pay	\$50.00 per bin
Non-resident Solid Waste Facility Use Fee	\$25.00 per use
Non-resident commercial/industrial/institutional \$50.00 in addition to identified fees	

c) Annual Cleanup

Annual Cleanup Fee	\$45.50 per household for those registering for pickup
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d) Snow Dump Access Fee	\$25 per truck
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SCHEDULE “K”

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 3

K. WATER & SEWER CHARGES Fees

a) Security Deposits

Security Deposit \$ 125.00

Security Deposits will not be refunded but will be applied as credit to the accounts after 12-months of no late payments. Any security deposits or credits on the utility account will be refunded when the account is closed and in good standing.

b) Water and Sewer Connections

Installation of Water and Sewer Services:

Water & Sewer Installation Fee -
Domestic sized property services with
maximum 1 inch water line and
or 4 inch sewer lines (damage to municipal infrastructure) \$ 3000.00 Deposit

Water & Sewer Work Damage to
 Sidewalk Repair \$ 1500.00 Deposit
 Road Repair \$ 3000.00 Deposit

c) Water & Sewer

Public Piped Service Users

Piped Water Access Fee (all user categories)	\$5.00 per month
Residential piped water consumption fees	\$57.87 per month for first 18,000litres then \$3.07 per 1,000 litres
Government, Institution (Federal and Territorial governments, Salt River First Nation and it's Development Corporations, Fort Smith Metis Council and its Development Corporations, all P3 projects, Housing Corporation & Housing Corp.)	\$169.02 per month for first 18,000 liters then \$8.91 per 1,000 litres thereafter
Commercial/Industrial Rate (all businesses and other establishments not covered by the above rates)	\$59.28 per month for first 18,000/litres then \$3.15 per 1,000 litres thereafter

Unmetered Users/Unreadable meters

Single family residential service from and connected to the Town’s public piped service minimum charge \$140.84 per month



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SCHEDULE "K" *continued*

CONSOLIDATED RATES AND FEES BY-LAW

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Commercial/Industrial	\$211.26
Government/Institutional	\$242.00

Truck Water Delivery and Sewage Pump Out

Residential trucked water customers	\$25.00 monthly access fee plus \$0.00851 per litre
Commercial/Industrial/Institutional	\$50.00 monthly access fee plus \$0.0126 per litre up to 17,000 litres and \$3.15 per litre thereafter
Government/Institutional	\$50.00 monthly access fee plus \$0.0132 per litre up to 17,000 litres and \$3.30 per litre thereafter
All customers outside Town boundaries	\$0.0174 per litre up to 17,000 litres and \$3.07 per litre thereafter plus a \$50.00 flat rate delivery fee
Delivery requests outside of normal delivery day during normal business hours	
within Town boundaries	\$133.38 charge
outside Town boundaries	\$50.00 delivery charge in addition
Delivery after normal business hours	
within Town boundaries	\$186.73 charge
outside Town boundaries	\$50 delivery charge in addition
Water Tower Account/FOB	\$50.00
Extra/Replacement FOB	\$10.00
Water tower	\$0.00851 per litre



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SCHEDULE “K” *continued*

CONSOLIDATED RATES AND FEES BY-LAW

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K. WATER & SEWER CHARGES (*continued*) Fees

Water and Sewer cont'd

Connect or Disconnect Permit Fee

Connection/Disconnection Fee	\$56.02
Disconnection resulting from non-payment of account additional	\$56.02
Disconnection Notice Door Hanger	\$25.00

Sewage Pump Out - within Town Boundaries

Sewage Pump Out	
scheduled	\$82.16 per pump out
callout during normal business hours	\$140.05 additional fee
callout after normal business hours	\$193.15 additional fee
Sewage Pump Out outside municipal boundaries	\$50.00 additional flat fee
Commercial Sewage Dumping	
Truck 4500L or less	\$25.00 per dump
Truck 4501L to 9000L	\$50.00 per dump
Trucks over 9000L	\$100.00 per dump

d) Service Interruption Insurance

Charge per Equivalent Residential Unit	\$4.00
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