

WOODLANDS COUNTY
BYLAW NO. 629/25
IN THE PROVINCE OF ALBERTA

A BYLAW BEING ENACTED FOR THE PURPOSES OF ESTABLISHING FEES AND CHARGES FOR LICENCES, PERMITS, APPROVALS, MUNICIPAL SERVICES, AND FINES FOR CONTRAVENTIONS.

WHEREAS Section 7 of the *Municipal Government Act*, RSA 2000, c. M-26 (the "MGA") empowers Council to enact a bylaw respecting services provided by or on behalf of the municipality;

AND WHEREAS Section 8 of the MGA empowers Council to enact a bylaw establishing fees to charge for licences, permits or approvals;

AND WHEREAS Section 630.1 of the MGA empowers Council to establish fees to charge for licenses, permits or approvals provided pursuant to Part 17 of the MGA;

NOW THEREFORE, the Council of Woodlands County, duly assembled, enacts as follows:

Title

1. This Bylaw may be cited as the "Fees and Charges Bylaw".

Definitions

2. In this Bylaw:

- (a) "Applicable Bylaw" means any bylaw enacted by Woodlands County for which Prescribed Fees are imposed in accordance with this Bylaw, as amended or replaced from time to time;
- (b) "Municipality" means Woodlands County;
- (c) "Person" includes a corporation and the heirs, executors, administrators or other legal representative of a person; and
- (d) "Prescribed Fees" means the amount of the fees, rates or charges authorized by this Bylaw, but does not include the Goods and Services Tax
- (e) "At Cost" means the actual amount incurred by the Municipality to provide a good, service, or activity. This includes all direct costs including but not limited to materials, labor, equipment and any reasonable indirect costs like administrative overhead directly attributable to the provision of that good, service, or activity.

Prescribed Fee Schedules

Woodlands County's Prescribed Fees and Charges are hereby set as outlined within schedules (a) through (i). Fees denoted with the letter 'T' following the amount within the schedules are subject to applicable federal taxes, all other fees shall not be subject to Federal taxes.

- (a) Schedule "A" – Agriculture Services
 - (b) Schedule "B" – Airport User Fees
 - (c) Schedule "C" – Cemetery Charges
 - (d) Schedule "D" – Community Standards
 - (e) Schedule "E" – Corporate Services
 - (f) Schedule "F" – Fire Department
 - (g) Schedule "G" – Infrastructure Services
 - (h) Schedule "H" – Planning and Development
 - (i) Schedule "I" - Recreation
- 3. In the event of a conflict between a Prescribed Fee set out in this Bylaw and the amount of a fee or charge in an Applicable Bylaw, the Prescribed Fee set out in this Bylaw prevails.
 - 4. Despite Section 3, in the event a fee, rate, fine or charge referenced in another Municipal Bylaw has not been included in this Bylaw, the Municipality may continue to levy a fee, rate or charge that is prescribed in that Bylaw.
 - 5. In the event that the Government of Alberta establishes a fee or charge for a matter otherwise governed by this Bylaw, the Provincial fee, rate or charge shall prevail.

Refunds

- 6. Unless otherwise authorized in this Bylaw, an Applicable Bylaw, other Municipal Bylaw or other enactment, all fees, rates, and charges are non-refundable.

Repeal of Previous Bylaws

- 7. Bylaw 562/20 and any amendments thereto be and are hereby repealed.

Severability:

- 8. Should any provisions of this Bylaw become invalid, void, illegal or otherwise not enforceable, it shall be considered separate and severable from the bylaw and the remainder shall remain in force and be binding as though such provision had not been included.

Effective Date

9. That this Bylaw shall come into force after the third and final reading thereof on January 1, 2026.

Read a first time this 13 day of August, 2025.

Read a second time this 13 day of August, 2025.

Read a third and final time this 13 day of August, 2025.

Schedule A– Agriculture Services

The Prescribed Fees and Charges as relative to Agriculture Services are as follows:

Equipment Rental Fees (Charges Per Day)

1.	ATV Sprayer	\$10.00T
2.	Backpack Sprayer	\$5.00T
3.	Bran Bait Applicator	\$20.00T
4.	Calf Cradle	\$20.00T
5.	Cattle Scale	\$50.00T
6.	Cattle Squeeze.....	\$40.00T
7.	Corral System	
	(a) Complete with Chute and Panels	\$50.00T
	(b) Chute Only	\$30.00T
	(c) Panels Only	\$30.00T
8.	Demco Sprayer.....	\$20.00T
9.	FIMCO Skid In Pasture Sprayer	\$20.00T
10.	Forage Sampler	\$5.00T
11.	Hand Seeder	\$5.00T
12.	Hog and Sheep Scale	\$5.00T
13.	Land Roller	\$75.00T
14.	Meter Mizer	\$5.00T
15.	Post Hole Auger.....	\$35.00T
16.	Pruning Equipment Package	\$1.00T
17.	RFID Tag Reader.....	\$25.00T
18.	Soil Sampler.....	\$5.00T
19.	Tractor Cyclone Seeder.....	\$5.00T
20.	Tree Mover.....	\$65.00T

Equipment Rental Charges (Weekly)

- 21. Magpie Trap.....\$5.00T
- 22. Skunk Trap.....\$5.00T

Other Services

- 23. Beaver Dam Removal (Per Dam).....\$200.00T
- 24. Beaver Trapping Without Dam Removal.....At Cost (T)
- 25. Equipment Cleaning Fee.....\$100.00
- 26. Prohibited Noxious Weed Control on Private Land
 - (a) Equipment and Staff Charge Out Rate.....At Cost
 - (b) Chemicals and Other Expenses.....At Cost

Contravention and Enforcement

- 27. Club Root Enforcement Fees
 - (a) Administrative.....\$100.00
 - (b) Labour.....At Cost
 - (c) Equipment.....At Cost

Schedule B – Airport User Fees

The Prescribed Fees relative to Woodlands County CYZU Airport are as follows:

1. Fuel Flowage Fees per litre.....\$0.045
2. Airport Terminal Floor Space Rental (sq. m/year)\$175.00T
3. Advertising Wall Space Rental (sq. m/year).....\$200.00T
4. Electrical Outlet for Advertising Wall.....\$65.00T
5. Overnight Aircraft Parking\$5.00T
6. Vehicle Parking Stall Rates (With Power)
 - (a) Daily.....\$10.00T
 - (b) Weekly\$70.00T
 - (c) Monthly.....\$300.00T
 - (d) 6 Months\$1800.00T
 - (e) Annually.....\$3600.00T
7. Vehicle Parking Stall Rates (Without Power)
 - (a) Daily.....\$5.00T
 - (b) Weekly\$35.00T
 - (c) Monthly.....\$150.00T
 - (d) 6 Months\$900.00T
 - (e) Annually.....\$1800.00T
8. Contract Tie Down Parking
 - (a) 0 – 1000kg/Annual rate.....\$300.00T
 - (b) 1001-2000kg/Annual rate\$324.00T
 - (c) Over 2000kg/Annual rate.....\$348.00T
9. Non- Contract Tie down rate per day\$5.00T
10. Land Leases
 - (a) Private Aviation (sq.m/year).....\$1.80T

- (b) Commercial Aviation (sq.m/year)\$2.10T
- (c) Non- Aviation (sq.m/year)\$4.50T
- (d) Frontage Lot, Apron 3 Southside (sq.m/year)\$1.00T
- 11. Aircraft Landing Fees
 - (a) Aircraft from 2500kg – 5000kg price per 1000kg\$5.00T
 - (b) Aircraft from 5001kg – 21000kg price per 1000kg\$5.75T
 - (c) Aircraft from 21001kg – 45000kg price per 1000kg\$6.50T
 - (d) Aircraft Over 45,001kg price per 1000kg\$7.25T
 - (e) Helicopter Minimum Rate\$14.00T
 - (f) Training Touch and go Maintenance FlightsNo Charge
 - (g) Piston Engine Under 2500kgNo Charge
 - (h) Aircraft Based out of Whitecourt AirportNo Charge
- 12. Terminal Fees Per Passenger
 - (a) 0 - 5 PassengersNo Charge
 - (b) 6 - 12 Passengers\$25.00
 - (c) 13 or More Passengers\$35.00
- 13. Snow Removal After Hours (Please note that a minimum charge of 4 hours will apply per request)
 - (a) Truck and Sweeper rate per hour\$250.00T
 - (b) Snow Blower rate per hour\$250.00T
- 14. Tractor/ Backhoe rate per hour\$175.00T
- 15. Pickup/ Escorting
 - (a) Regular rate per hour\$175.00T
 - (b) Afterhours Rate per hour\$200.00T
- 16. Callout For Runway Condition Report\$200.00T
- 17. Ground Power Unit (GPU)
 - (a) For Startup\$175.00T

	(b) Full Day Connection	\$150.00T
18.	Tug Rental per hour (minimum of half hour charge)	\$85.00T

Schedule C– Cemetery Charges

The Prescribed Fees and Charges as relative to County Cemeteries are as follows:

1. Klondike Cemetery Price Per Lot Deed
 - (a) One Human Remains\$300.00T
 - (b) Two Human Remains\$600.00T
 - (c) One Cremated Remains\$300.00T
 - (d) Each Additional Cremated Remains.....\$300.00T
2. Klondike Cemetery Perpetual Care Fee for One Lot Deed
 - (b) One Human Remains\$75.00T
 - (c) Two Human Remains\$150.00T
 - (c) One Cremated Remains\$75.00T
 - (d) Each Additional Cremated Remains.....\$75.00T
3. Field of Honour Burial.....No Charge

Schedule D – Community Standards Fees

The Prescribed Fees and Contravention Charges relative to Woodlands County Community Standards Bylaw are as follows:

1. Community Standards Major Event Permit\$300.00

Schedule E – Corporate Services Fees

The Prescribed Fees relative to Corporate Services are as follows:

Taxation Service Fees

1. Tax Certificate\$40.00
2. Tax Notification\$40.00
3. Assessment Complaint Fee (Per Roll)
 - (a) Residential.....\$50.00
 - (b) Non-Residential\$150.00
4. Tax and Assessment Reprints Per Roll.....\$10.00
5. Tax Sales – Administrative Charge.....At Cost + 5%
6. Transfer/ Administrative Processing fee.....\$50.00T

General Administration Fees

7. Printed County Map Request (Per Print)\$25.00T
8. Air Photo Print Per Page.....\$2.00T
9. Fax Copies Charged Per Page.....\$1.00T
10. Photocopies Per Page
 - (a) Black and White.....\$0.50T
 - (b) Colour\$0.75T
11. Rural Address Sign\$107.00T
12. NSF Charges\$40.00
13. Information Requiring Research for Utilities and other charges\$25.00

Legislative Services Charges

14. USB-Thumb Drive\$10.00T
15. The prescribed fees and charges for Access to Information Requests will be in accordance with the Access to Information Act Regulation.

Schedule F – Fire Department Fees

The Prescribed Fees and Charges as relative to Woodlands County Fire Departments are as follows:

1. All fees relating to ladder & pumper trucks, light & medium rescue vehicles or command vehicles will be charged in accordance with the Alberta Transportation – Rates of reimbursement for Fire Department units

Schedule G – Infrastructure Services Fees and Charges

The Prescribed Fees for services relative to Infrastructure Services are as follows:

Services

1. Snowplow Flag Per 300 m.....\$60.00T
2. Road Inspection Before and After Work\$150.00T
3. Annual Roadside Cleanup per Km\$100.00T
4. Waterline Crossing on Road Allowance per Inspection.....\$150.00T
5. Driveway and or Lanway Grading
 - (a) Grade Charge Per Hour.....\$180.00T
 - (b) Grade Charge Per Half Hour.....\$90.00T
 - (c) Required Deposit Charge.....\$90.00T
6. Dust Control
 - (a) Cost for 100m\$425.00T
 - (b) Cost for 200m\$750.00T
 - (c) Cost For Over 200m.....\$750 + \$4.25/
additional metre over 200m (T)

Licenses, Permits, Agreements

7. Road Use Agreement per year\$25.00T
8. Road Use Route Fee.....\$25.00T
9. Overweight or Over Dimensional Vehicle Permit.....\$25.00T
10. Road Closure Request.....\$1000.00
11. Licensing of Road Allowance Application Fee.....\$2000T

Schedule H – Planning and Development

The Prescribed Fees for permits, approvals, services, and contraventions relative to Planning and Development are as follows:

1. Development Permit - Permitted Use
 - (a) Dwelling Unit.....\$250.00
 - (b) Non-Dwelling Accessory Structure under 500 sq ft\$100.00
 - (c) Accessory building over 500 sq ft (Not Including Secondary Suite)\$150.00
 - (d) Solar Arrays\$50.00
 - (e) Home Occupation Major\$250.00
 - (f) Home Occupation Minor\$125.00
 - (g) All other Permitted Uses.....\$150.00
2. Development Permit - Discretionary\$350.00
3. Development Permits – Others that are Discretionary or Permitted
 - (a) Natural Resource Extraction (Aggregate).....\$6000.00
 - (b) Natural Resource Extraction (Logging).....\$2000.00
 - (c) Industrial Use\$1000.00
 - (d) Commercial Use\$1000.00
 - (e) Transport, Contractor Services\$200.00
 - (f) Airport Hanger Commercial\$1000.00
 - (g) Airport Hanger Private.....\$350.00
 - (h) Tree Clearing (Not including Commercial Logging)\$25.00
 - (i) Grading\$75.00
 - (j) Development Built before permit\$2x Reg fee
 - (k) Development Permit Renewal (1 year).....\$100.00
4. Subdivision
 - (a) Subdivision fee (application only).....\$600.00

(b)	Per Parcel Created.....	\$250.00
(c)	Endorsement Fee.....	\$150.00
(d)	Subdivision Construction Inspection (First)	Free
(e)	Sequential Subdivision Construction Inspection/ Per Inspection	\$200.00
(f)	Third Party Subdivision Reviews	At Cost + 10%
(g)	Subdivision Time Extensions – First	\$250.00
(h)	Subdivision Time Extensions – Second.....	\$500.00
(i)	Subdivision Time Extensions – Third.....	\$750.00
(j)	Subdivision Time Extensions – Fourth or more	\$1000.00
(k)	Approach Security Fee (Per Approach)	\$5000.00 (Refundable Upon Deemed Acceptable by the County)
5.	Bylaw Amendments	
(a)	Land Use Bylaw.....	\$2000.00
(b)	Other Bylaws	\$2000.00
6.	Request Letters	
(a)	Letter of Concurrence	\$150.00T
(b)	Miscellaneous Letter	\$100.00T
(c)	Certificate of Compliance	\$175.00T
7.	Other	
(a)	Title Search	\$25.00T
(b)	Discharges and Registrations Request.....	\$25.00T
(c)	Hourly Rate to Process Discharges and Registration	\$60.00
(d)	File Review	\$27.00
(e)	Environmental Assessment Review.....	\$200.00
(f)	Hourly Rate Field Time for Enforcement (Per Person)	\$150.00
(g)	Printed Copy of LUB, MDP, IDP, ASP	\$75.00T

8. Subdivision and Development Appeal\$1000.00
(Refundable if Appeal is Successful)
9. Contravention of the Land Use Bylaw
 - (a) First Offence Fine\$500.00
 - (b) Second Offence Fine.....\$1000.00
 - (c) Third Offence Fine\$1500.00

Schedule I – Recreation

The Prescribed Fees relative to Woodlands County Recreation Sites are as follows:

Groat Creek Campground

- 1. Group Camping
 - (a) Weekend Rate (Friday/ Saturday) Includes Firewood.....\$450.00
 - (b) Additional Nights after Weekend (No Firewood Included)\$200.00
- 2. Day Use Rates (Monday to Thursday) No Firewood Included\$200.00

Reeve

Chief Administrative Officer

