



## **CITY OF FORT SASKATCHEWAN AGENDA**

### **Regular Council Meeting Tuesday, December 13, 2016 – 6:00 P.M. Council Chambers – City Hall**

- 6:00 P.M.**
1. **Call to Order** Mayor Katchur
  2. **Approval of Minutes of November 21, 2016 Regular Council Meeting** (attachment)
  3. **Approval of Minutes of November 22, 2016 Regular Council Meeting** (attachment)
  4. **Delegations**  
*Those individuals in attendance at the meeting will be provided with an opportunity to address Council regarding an item on the agenda, with the exception of those items for which a Public Hearing is required or has been held. Each individual will be allowed a maximum of five (5) minutes.*
  5. **Unfinished Business**
    - 5.1 2017 Budget Adoption Jeremy Emann (attachment)
    - 5.2 Quarterly Variance Reports – Progress Update Jeremy Emann (attachment)
  6. **New Business**
    - 6.1 Cancellation of January 10, 2017 Regular Council Meeting Brenda Molter (attachment)
  7. **Bylaws**
    - 7.1 Bylaw C18-16 – Establish 2017 Fees, Rates and Charges for Services – 3 readings Brenda Molter (attachment)
    - 7.2 Bylaw C19-16 - Debenture Sewer Service Reline Construction – 1<sup>st</sup> reading Marshall Wight (attachment)
  8. **Notice of Motions**
    - 8.1 Review of Policies and Processes for Project Management Coun. Randhawa (attachment)
    - 8.2 Traffic Lights – Pineview Commercial Site Development Coun. Blizzard (attachment)
  9. **Points of Interest**
  10. **Councillor Inquiries**

**11. In-Camera**

**11.1 Committee Appointments**

Section 17 of the *Freedom of Information and Protection of Privacy Act*

**12. Adjournment**



**CITY OF FORT SASKATCHEWAN**  
**MINUTES**  
**REGULAR COUNCIL**  
**Monday, November 21, 2016 - 9:00 A.M.**  
**Council Chambers – City Hall**

**Present:**

Members of Council:

Mayor Gale Katchur  
Councillor Birgit Blizzard (via telephone)  
Councillor Sheldon Bossert  
Councillor Frank Garritsen  
Councillor Stew Hennig  
Councillor Arjun Randhawa  
Councillor Ed Sperling

Administration:

Kelly Kloss, City Manager  
Jeremy Emann, Chief Financial Officer  
Troy Fleming, General Manager, Infrastructure & Community Services  
Brenda Rauckman, General Manager, Corporate & Protective Services  
Brenda Molter, Director, Legislative Services  
Richard Gagnon, Director, Infrastructure Management  
Grant Schaffer, Director, Project Management  
Wendy Kinsella, Director, Corporate Communications  
Len Mueller, Senior Accountant, Budget & Reporting  
Tony Kurian, Senior Accountant, Budget & Reporting  
Sheryl Exley, Recording Secretary

In accordance with Section 199 of the *Municipal Government Act*, notice is hereby given that telephone conferencing will be used to connect Councillor Birgit Blizzard from a remote location.

**1. Call to Order**

Mayor Katchur called the regular Council Meeting to order at 9:01 a.m.

**2. 2017 Budget**

**R196-16**      MOVED BY Councillor Garritsen that \$50,000 for request #74-0002 – Library Grant Funding be removed from the 2017 Budget.

Mayor Katchur called a short recess at 9:10 a.m.

The regular Council Meeting reconvened at 9:11 a.m.

Council Resolution #R196-16 as introduced by Councillor Garritsen was voted on, and

DEFEATED

In Favour:      Frank Garritsen

Against:      Gale Katchur, Birgit Blizzard, Sheldon Bossert, Stew Hennig,  
Arjun Randhawa, Ed Sperling

**R197-16** MOVED BY Councillor Randhawa that the Mayor and Councillors Promotions Budget be reduced by 25% in the 2017 Budget.

In Favour: Sheldon Bossert, Arjun Randhawa, Ed Sperling

Against: Gale Katchur, Birgit Blizzard, Frank Garritsen, Stew Hennig,

DEFEATED

MOVED BY Councillor Garritsen that Council Resolution #197-16 be amended by reducing each of the Councillors Promotions Budget by \$200.00 and that the Mayors Promotion Budget amount be confirmed in the 2017 Budget.

Mayor Katchur did not accept Councillor Garritsen's amending motion, as it significantly changed the intent of the main motion.

**R198-16** MOVED BY Councillor Sperling that request #72-0110 – Curling Rink Revitalization – Operating Impact in the amount of \$155,000 be removed from the 2017 Budget.

In Favour: Gale Katchur, Birgit Blizzard, Sheldon Bossert, Stew Hennig,  
Arjun Randhawa, Ed Sperling

Against: Frank Garritsen

CARRIED

Councillor Sperling vacated the Council Chambers at 10:07 a.m.

Councillor Sperling re-entered the Council Chambers at 10:09 a.m.

Mayor Katchur called a recess at 11:37 a.m.

The regular Council Meeting reconvened at 12:28 p.m.

**R199-16** MOVED BY Councillor Hennig that Council approve the Full Scope Funding in Option #1 for the 2017 Recreation Project Capital Budget, which includes the Curling Rink Revitalization in the amount of \$2,500,000, the Harbour Pool Universal Change Room in the amount of \$1,030,000, and the High Performance Sports Field/Transit Park & Ride in the amount of \$1,521,283, as presented:

In Favour: Gale Katchur, Birgit Blizzard, Sheldon Bossert, Frank Garritsen,  
Stew Hennig

Against: Arjun Randhawa, Ed Sperling

CARRIED

**R200-16** MOVED BY Councillor Hennig that the City of Fort Saskatchewan institute a program regarding naming rights and sponsorship for buildings, components, sports fields and events no later than the first quarter of 2017, and further that stakeholders be invited to participate with the City to solicit these funds.

In Favour: Gale Katchur, Birgit Blizzard, Sheldon Bossert, Frank Garritsen,  
Stew Hennig, Arjun Randhawa, Ed Sperling

CARRIED UNANIMOUSLY

**R201-16** MOVED BY Councillor Bossert that the Travel, Meals and Accommodations Budgets be reduced by \$100,000, and that the Courses, Conferences and Seminars Budgets also be reduced by \$100,000 for Council and Administration corporate-wide.

In Favour: Gale Katchur, Birgit Blizzard, Sheldon Bossert, Frank Garritsen,  
Stew Hennig, Arjun Randhawa, Ed Sperling

CARRIED UNANIMOUSLY

**R202-16** MOVED BY Councillor Randhawa that \$200,000 in on-going, unallocated one-time Operating Reserve funding be removed from the 2017 Budget.

In Favour: Birgit Blizzard, Sheldon Bossert, Stew Hennig, Arjun Randhawa,  
Ed Sperling

Against: Gale Katchur, Frank Garritsen

CARRIED

Mayor Katchur called a short recess at 1:53 p.m.

The regular Council Meeting reconvened at 2:22 p.m.

**R203-16** MOVED BY Councillor Blizzard that the 2017 budget be based on an equal distribution of tax reductions between residential and non-residential sectors.

**R204-16** MOVED BY Councillor Sperling that Council Resolution #203-16 be referred to the December 13, 2016 regular Council Meeting.

In Favour: Gale Katchur, Birgit Blizzard, Sheldon Bossert, Stew Hennig,  
Arjun Randhawa, Ed Sperling

Against: Frank Garritsen

CARRIED

**3. Adjournment**

The regular Council Meeting of November 21, 2016 adjourned at 2:39 p.m.

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Mayor

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Director, Legislative Services



**CITY OF FORT SASKATCHEWAN  
MINUTES  
REGULAR COUNCIL  
Tuesday, November 22, 2016 - 6:00 PM  
Council Chambers – City Hall**

**Present:**

Members of Council:

Mayor Gale Katchur  
Councillor Birgit Blizzard  
Councillor Sheldon Bossert  
Councillor Frank Garritsen  
Councillor Stew Hennig  
Councillor Arjun Randhawa  
Councillor Ed Sperling

Administration:

Kelly Kloss, City Manager  
Troy Fleming, General Manager, Infrastructure & Community Services  
Brenda Rauckman, General Manager, Corporate & Protective Services  
Brenda Molter, Director, Legislative Services  
Wendy Kinsella, Director, Corporate Communications  
Grant Schaffer, Director, Project Management  
Matthew Siddons, Current Planner  
Reade Beaudoin, Digital Media Coordinator  
Sheryl Exley, Recording Secretary

**1. Call to Order**

Mayor Katchur called the regular Council Meeting of November 22, 2016 to order at 6:00 p.m.

**2. Approval of Minutes of November 8, 2016 Regular Council Meeting**

**R205-16**

MOVED BY Councillor Garritsen that the minutes of the November 8, 2016 regular Council Meeting be adopted as presented.

In Favour:      Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,  
                         Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**3. Approval of Minutes of November 9, 2016 Regular Council Meeting**

**R206-16** MOVED BY Councillor Sperling that the minutes of the November 9, 2016 regular Council Meeting be adopted as presented.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,  
Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**4. Approval of Minutes of November 14, 2016 Regular Council Meeting**

**R207-16** MOVED BY Councillor Blizzard that the minutes of the November 14, 2016 regular Council Meeting be adopted as presented.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,  
Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**5. Delegations**

None.

**6. Public Hearing**

**6.1 Bylaw C16-16 – Amend Land Use Bylaw C10-13 – Redistrict Lot 15, Plan FORTSAS from UR – Urban Reserve District to DC(A)-07 – Direct Control-Commercial Centre - Highway 21 at Pineview**

Presented by: Matthew Siddons, Current Planner and Don Hussey, Urban Revision Consulting Inc.

Mayor Katchur opened the Public Hearing at 6:05 p.m.

A Public Hearing was held to hear any submissions for and against Bylaw C16-16, which amends Land Use Bylaw C10-13 to redistrict Lot 15, Plan FORTSAS from UR – Urban Reserve District to DC(A)-07 – Direct Control-Commercial Centre - Highway 21 at Pineview. Bylaw C16-16 received first reading at the October 25, 2016 regular Council Meeting.

Mayor Katchur asked if anyone in attendance wished to speak in favour or against Bylaw C16-16.

The following residents spoke against Bylaw C16-16:

- Maureen Kondro
- Patty & Julien Gignac
- Michelle Wagner
- Bob Stepchuk
- Paul Corrigan
- Lori Gray
- Sid Hulzenga



- Dale McDougall
- Ethan Gauthier

Mayor Katchur closed the Public Hearing at 7:18 p.m.

## **7. Business Arising from Public Hearing**

### **7.1 Bylaw C16-16 – Amend Land Use Bylaw C10-13 – Redistrict Lot 15, Plan FORTSAS from UR – Urban Reserve District to DC(A)-07 – Direct Control- Commercial Centre - Highway 21 at Pineview – 2<sup>nd</sup> & 3<sup>rd</sup> reading**

Presented by: Matthew Siddons, Current Planner

**R208-16** MOVED BY Councillor Garritsen that Bylaw C16-16 be amended to include the following:

- “2. That the regulations for the DC(A)-07 – Commercial Centre (HWY 21 at Pineview) form part of this Bylaw, as shown on the attached Schedule “B”.”

Mayor Katchur called at short recess at 7:20 p.m.

The regular Council Meeting reconvened at 7:27 p.m.

Council Resolution #R208-16 as introduced by Councillor Garritsen was voted on, and

CARRIED UNANIMOUSLY

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

**R209-16** MOVED BY Councillor Garritsen that Bylaw C16-16 to amend Land Use Bylaw C10-13 by redistricting lands covering Lot 15, Plan FORTSAS from UR - Urban Reserve District to DC(A)-07 - Direct Control - Commercial Centre (HWY 21 at Pineview) be given second reading, as amended.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Birgit Blizzard

Against: Arjun Randhawa, Sheldon Bossert, Ed Sperling

CARRIED

**R210-16** MOVED BY Councillor Garritsen that Bylaw C16-16 to amend Land Use Bylaw C10-13 by redistricting lands covering Lot 15, Plan FORTSAS from UR - Urban Reserve District to DC(A)-07 - Direct Control - Commercial Centre (HWY 21 at Pineview) be given third reading.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Birgit Blizzard

Against: Arjun Randhawa, Sheldon Bossert, Ed Sperling

CARRIED

**8. Unfinished Business**

None.

**9. New Business**

None.

**10. Bylaws**

None.

**11. Notice of Motion**

- a) Councillor Randhawa gave notice that he will introduce the following motion at the December 13, 2016 regular Council Meeting:

“Due to the multi-million dollar budget overages seen for the High Performance Sports Field and Curling Rink Revitalization projects, that Council direct Administration to prepare a report for Council:

1. to review policies and processes related to project management, including cost estimation, budgeting, risk mitigation plans, including contingency policies, and construction management best practices;
2. which includes information regarding project deadline policies and best practices from comparable municipalities; and
3. to be presented to Council in the 2nd Quarter of 2017.”

- b) Councillor Blizzard gave notice that she will introduce the following motion at the December 13, 2016 regular Council Meeting:

“That prior to installation, Council approve any future traffic lights along Highway 21 resulting from the Pineview commercial site development.”

**12. Points of Interest**

Members of Council were given the opportunity to bring forward information that would be of interest to the public.

**13. Councillor Inquiries**

Members of Council were given the opportunity to ask questions and provide concerns and comments.

**14. Adjournment**

The regular Council Meeting of November 22, 2016 adjourned at 7:59 p.m.

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Mayor

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Director, Legislative Services

## CITY OF FORT SASKATCHEWAN

### 2017 BUDGET ADOPTION

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#### **Motions:**

1. That Council approve the 2017 Operating Budget dated December 13, 2016, establishing total operating revenues and expenditures at \$74,225,560, which includes \$16,971,982 for the Utilities Budget.
2. That Council approve the 2017 Capital Budget dated December 13, 2016 establishing total capital revenues and expenditures at \$19,922,433.
3. That Council approve the Fort Saskatchewan Public Library's 2017 Operating and Capital Budget dated June 8, 2016, establishing total revenues and expenditures at \$1,341,143.
4. That Council approve an equal distribution of tax reductions between the residential and non-residential sectors.

#### **Background:**

The *Municipal Government Act* (MGA) directs a Council to approve an operating and a capital budget for each calendar year. The budget is the tool used to allocate the City's financial resources and support the various services and programs provided to residents.

Appendix 1 outlines the overall 2017 Operating Budget inclusive of the utility budget and decisions made by Council at this year's budget meetings.

Appendix 2 outlines the overall 2017 Capital Budget incorporating the changes made during this year's budget meetings.

The 2017 Fees and Charges Bylaw will be presented for Council's consideration under separate cover subsequent to adoption of the 2017 Budget. The Fees and Charges Bylaw includes updated utility rates. Based on an average residential monthly consumption of 14 cubic meters, the average residential monthly bill is proposed to increase by \$4.75.

The *Libraries Act* directs a Library Board to prepare an annual budget for Council's consideration. The Fort Saskatchewan Public Library's 2017 Operating and Capital Budget is attached as Appendix 3 and incorporates the City's 2017 grant increase to the Library of \$83,730.

On November 21, 2016, Councillor Blizzard introduced a motion, which was subsequently referred, to equalize the distribution of tax reductions between the residential and non-residential sectors.

#### **Projected Property Tax Changes:**

During this year's budget meetings, Council was presented with several options for determining the 2017 property tax rates as follows:

1. A fixed tax split of 59.279% non-residential to 40.721% residential (rounded to 59/41);
2. A fixed tax split of 58.279% non-residential to 41.721% residential (rounded to 58/42);
3. A residential tax increase of 0%;
4. An equal distribution of the tax reductions between residential and non-residential.

A summary of the proposed property tax impacts under the various options is shown in Table 1 below:

Table 1

Tax Split Options	Proposed Annual Change from 2016's Taxes				Residential Split*	Non-Residential Split*
	Residential (Value = \$400,000)		Non-Residential (Value = \$1,000,000)			
	\$	%	\$	%		
Fixed: 59/41 tax split	\$27	1.39%	\$(409)	(4.21)%	41%	59%
Fixed: 58/42 tax split	\$75	3.79%	\$(563)	(5.80)%	42%	58%
Fixed: 0% residential tax increase	\$0	0.00%	\$(320)	(3.30)%	40%	60%
Flexible: equal distribution of tax reductions	\$(40)	(1.98)%	\$(192)	(1.98)%	39%	61%

\* Rounded

The property tax impacts are based on a residential household assessed at \$400,000 and a non-residential property assessed at \$1,000,000. For ease of reference, figures for the tax split percentages and property tax dollars are rounded to the nearest whole number. However, for calculation purposes, the actual (non-rounded) figures are used.

The City also collects and remits a provincial education levy and the Heartland Seniors' Foundation levy. The levy amounts will be provided to the City by the spring of 2017, at which time the Property Tax Rate Bylaw will be prepared and presented to Council for approval.

### Municipal Comparators:

The following two graphs (Figures 1 and 2) compare Fort Saskatchewan's 2016 residential and non-residential municipal property tax billings to other regional municipalities. For comparative purposes, the figures exclude education and housing requisitions.

Figure 1

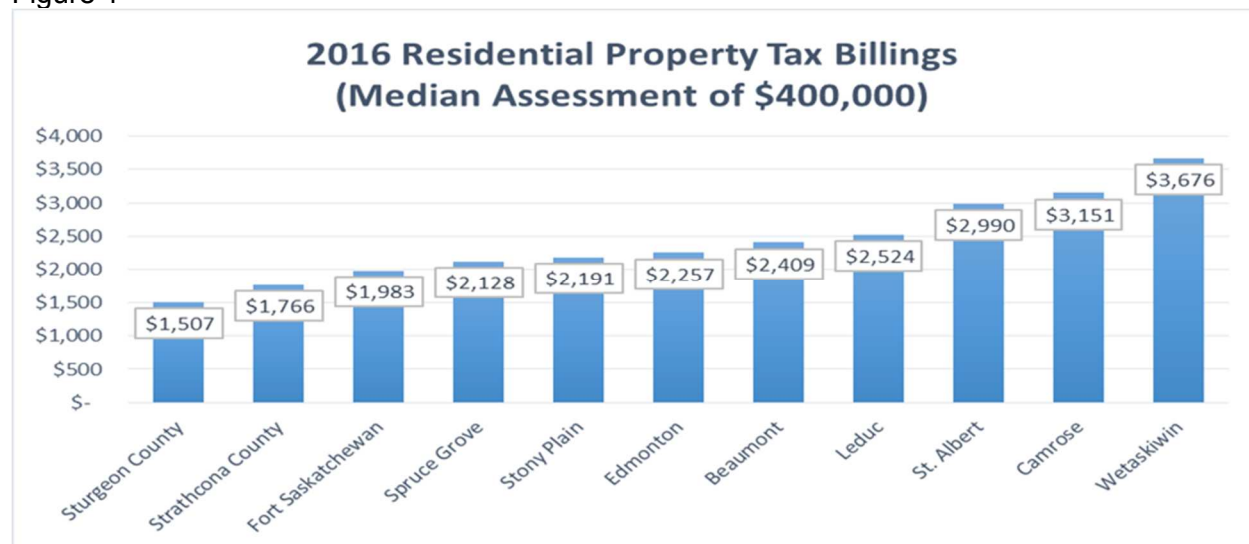
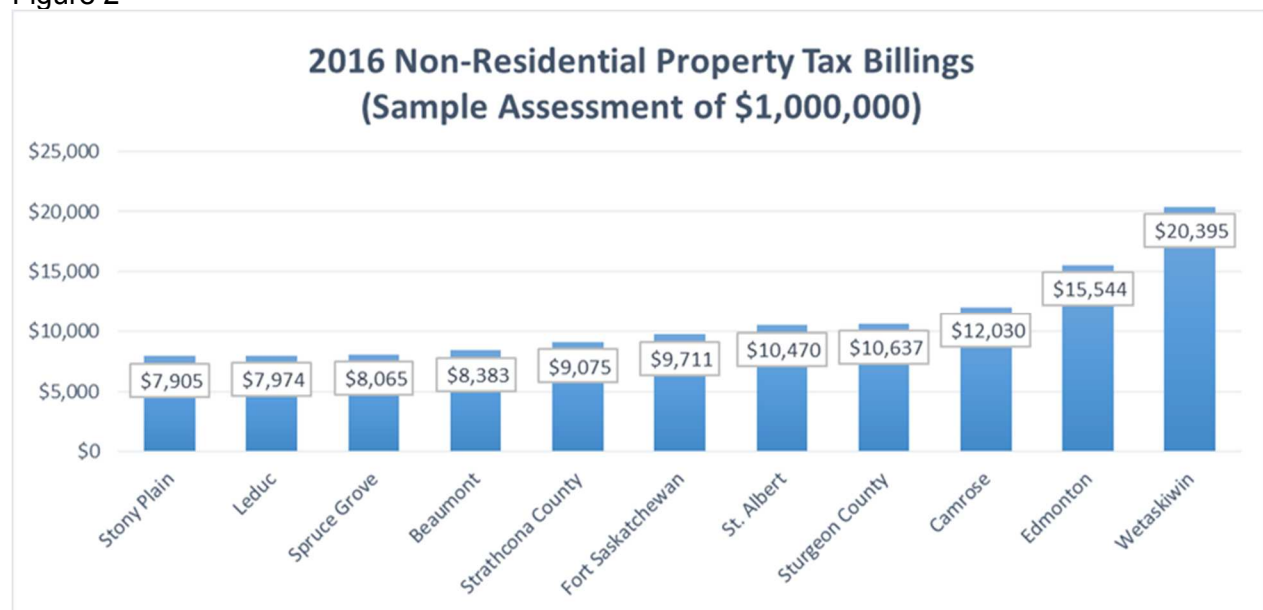


Figure 2



Based on 2016 property tax rates, Fort Saskatchewan ranked third lowest in residential property tax billings with an average household assessed at \$400,000 paying \$1,983 in municipal property taxes. In regard to non-residential property tax billings, the City ranked in the middle of the comparators with a non-residential property assessed at \$1,000,000 paying \$9,711 in municipal property taxes.

### Taxation Philosophy:

In 2015, Council began a discussion on the distribution of property taxes between non-residential and residential property classes. The City's tax revenue ratio has progressed from a near 70/30 split in 2006 to a fixed 60/40 split in 2015. Although no policy direction was established, Council did decide to change the ratio for 2016 by one percent to basically a 59/41 non-residential / residential split.

During previous discussion by Council, the concept of fairness of a tax split philosophy has come up. Although a definition of what fairness should look like was not established, it is known that the tax split philosophy is a normal practice within municipalities and one supported through provincial legislation.

The level of property taxation is one of many factors that can impact the retention and attraction of residential and non-residential owners. Some of the other factors include amenities, location, proximity, customer and workforce base, transportation networks and environmental conditions. As shown in this report, for 2016 property taxation in Fort Saskatchewan is one of the lowest in the region for residential and in the middle for non-residential. One benefit that Fort Saskatchewan has over similar mid-sized cities is the amount of industry located within its borders. All these factors put together have contributed to a strong industrial base, a wide range of local businesses, and a diverse, growing residential population within Fort Saskatchewan.

Over the last few years, the City has experienced some challenges with using a fixed tax split especially when growth in one sector outpaces the growth in another. Although other municipalities use a tax split system many are based on a flexible concept, meaning that any

increase or decrease in taxation is shared between the two sectors. Needless to say more discussion, research and analysis is required to determine the best solution for Fort Saskatchewan.

Based on the information presented, Administration recommends that in 2017 Council set aside a number of workshops to explore what the best solution is for Fort Saskatchewan regarding a tax split philosophy. Further until such a philosophy is established, for 2017 an equal distribution of the tax reduction be applied to the residential and non-residential sectors.

**Recommendations:**

1. That Council approve the 2017 Operating Budget, Capital Budget and Library Budget as presented.
2. That Council approve an equal distribution of tax reductions between the residential and non-residential sectors.

**Enclosures:**

1. Appendix 1 - 2017 Operating Budget
2. Appendix 2 - 2017 Capital Projects
3. Appendix 3 - 2017 Fort Saskatchewan Public Library Operating and Capital Budgets

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File No.:

Prepared by:	Jeremy Emann Chief Financial Officer	Date: November 30, 2016
Approved by:	John Dance General Manager, Corporate Services	Date: December 7, 2016
Reviewed by:	Kelly Kloss City Manager	Date: December 7, 2016
Submitted to:	City Council	Date: December 13, 2016

# City of Fort Saskatchewan

## 2017 Operating Budget

	<b>2017 Proposed Budget</b>
<b>Revenues</b>	
Property Taxes	42,965,726
Sales, Rentals and User Charges	21,598,909
Penalties and Interest	302,600
Fines, Licenses and Permits	6,116,413
Interest Income	694,000
Government Transfers	1,568,774
Other Revenues	979,138
<b>Total Revenues</b>	<b><u>74,225,560</u></b>
<b>Expenses</b>	
Salaries, Wages and Benefits	27,049,268
Contracted and General Services	12,698,021
Purchased from Other Governments	14,379,857
Materials, Supplies and Utilities	6,104,024
Grants to Organizations	1,650,173
Debentures	4,610,557
Bank Charges	120,000
Transfer to Capital	973,700
Transfer to Reserves	6,015,102
Other Expenses	624,858
<b>Total Expenses</b>	<b><u>74,225,560</u></b>
<b>Net (Surplus)/Deficit</b>	<b><u>-</u></b>
<b>Capital Items</b>	
Contributed Tangible Assets	(100,000)
Proceeds on Disposal of Tangible Capital Assets	(239,000)
Government Transfers - Capital	(6,362,350)
Community Funding Contributions	(45,000)
Amortization of Capital Assets	11,877,178
<b>Total Capital Items</b>	<b><u>5,130,828</u></b>



# City of Fort Saskatchewan

## 2017 Capital Projects - Asset Categories

	City Funded	Grant/Other Funding	Capital Budget	Operating Impact
<b>Engineering Structure</b>				
16032 High Performance Sports Field	-	-	-	338,600
17002 Southfort Drive Widening - Allard Way to South Greenfield Way	4,250,000	-	4,250,000	30,300
17019 Local Road Rehabilitation	-	2,600,000	2,600,000	-
17020 Neighbourhood Rehabilitation	1,160,000	840,000	2,000,000	-
17029 High Performance Sports Field/Transit Park & Ride	596,892	924,391	1,521,283	-
17030 Traffic Lights on 94 Street at Cornerstone / Southpointe Commercial	300,000	-	300,000	5,500
<b>Total Engineering Structure</b>	<b>6,306,892</b>	<b>4,364,391</b>	<b>10,671,283</b>	<b>374,400</b>
<b>Buildings</b>				
16021 City Hall Space Development	-	200,000	200,000	-
16030 Curling Rink Revitalization	1,500,000	1,000,000	2,500,000	-
17010 City Hall Exterior Steps	60,000	-	60,000	-
17014 Harbour Pool Universal Change Room	-	1,030,000	1,030,000	-
17026 Upgrades to the NWMP Fort Palisade Walls	180,000	-	180,000	-
17032 Animal Control Kennel Building	100,000	-	100,000	7,700
<b>Total Buildings</b>	<b>1,840,000</b>	<b>2,230,000</b>	<b>4,070,000</b>	<b>7,700</b>
<b>Water/Wastewater/Storm Systems</b>				
15032 Sewer Service Relines	-	-	-	132,062
16020 Sewer Service Relines	-	-	-	132,062
16037 Water Meters - Radio Upgrds	320,000	-	320,000	-
17021 Sewer Service Relines	1,200,000	-	1,200,000	-
17022 Sump Pump Retrofit Program	300,000	-	300,000	300,000
<b>Total Water/Wastewater/Storm Systems</b>	<b>1,820,000</b>	<b>-</b>	<b>1,820,000</b>	<b>564,124</b>
<b>Machinery &amp; Equipment</b>				
16033 Project Management Software	-	-	-	25,000
16036 New Intersection Safety Device Camera Installation	-	-	-	25,000
16040 Snow Blower for Snow Hauling	-	-	-	23,500
17001 Dow Centennial Centre Wi-Fi	-	147,350	147,350	-
17006 Front Mount Mower Replacements	50,000	40,000	90,000	-
17008 Small Mower Replacements	42,000	26,000	68,000	-
17009 Equipment Replacement – Backhoe	145,000	5,000	150,000	-
17012 Breathing Air Compressor	75,000	-	75,000	-
17013 Play Area Lifecycle Program - Kinsmen Park	130,000	-	130,000	-
17015 Replace Bobcat Skidsteers	9,000	92,000	101,000	-
17017 Light Mixing Console Replacement	21,100	-	21,100	-
17023 Computer Equipment Replacement	180,900	-	180,900	-
17024 Computer Network Infrastructure	296,550	-	296,550	-
17025 Replace Case Loader	175,000	50,000	225,000	-
17028 Computer Hardware/Software New Acquisitions	367,350	-	367,350	-
17038 DCC Ice Compressor Replacement	50,000	-	50,000	-
17042 Theatre Dimmer System	80,000	-	80,000	-
<b>Total Machinery &amp; Equipment</b>	<b>1,621,900</b>	<b>360,350</b>	<b>1,982,250</b>	<b>73,500</b>
<b>Furnishings</b>				
16027 Theatre Stage Risers	-	-	-	3,000
17039 Solid Waste Cart Purchase	932,400	-	932,400	-
17044 Ball Diamond Backstop and Fencing Replacements	23,000	-	23,000	-
17045 West River's Edge Dock	15,500	-	15,500	12,300
17047 Viewing Deck and Interpretive Signage Original Fort	-	45,000	45,000	4,000
17048 Council Chambers Upgrades	5,000	-	5,000	-
<b>Total Furnishings</b>	<b>975,900</b>	<b>45,000</b>	<b>1,020,900</b>	<b>19,300</b>
<b>Vehicles</b>				
17004 Equipment Replacement – ¾ Ton Chevrolet Truck	32,000	3,000	35,000	-
17005 Equipment Replacement - Cavalier	30,000	2,000	32,000	-
17007 Qtr. Ton Truck Replacement	23,000	2,000	25,000	-
17027 Replace Freightliner & Attachments	181,000	19,000	200,000	-
17033 Municipal Enforcement Patrol Vehicle	66,000	-	66,000	5,500
<b>Total Vehicles</b>	<b>332,000</b>	<b>26,000</b>	<b>358,000</b>	<b>5,500</b>
<b>Total Asset Classification</b>	<b>12,896,692</b>	<b>7,025,741</b>	<b>19,922,433</b>	<b>1,044,524</b>



June 8, 2016

To: City of Fort Saskatchewan Mayor Gale Katchur, Councillors Birgit Blizzard, Sheldon Bossert, Frank Garritsen, Stew Hennig, Arjun Randhawa, Ed Sperling

We are pleased to submit our 2017 Operating and Capital grant request and 2017 budget (plus 2018 to 2019 forecasts) for your review. Our budget has been reviewed by the Library Board's Finance, Development and Advocacy Committee and the Library Board. The 2017 budget was approved for submission to the City by the Library Board at its June 6, 2016 regular meeting.

The Library Board's 2017 grant request from the City of Fort Saskatchewan is as follows:

2017	
Operating Budget	\$1,168,114
Capital Budget	\$173,029
Total Budget	\$1,341,143
Grant Request	\$1,164,471

### **Highlights**

#### **Overall City of Fort Saskatchewan 2017 Grant Request**

We have experienced significant growth in all areas and anticipate continued growth. Our annual reports are very telling of the significant strides we have made:

#### **2014 to 2015 Comparison:**

Number of in-person visits: 116,196 to 125,126 (7.7% increase)

Number of programs: 470 to 862 (83% increase)

Number of program participants: 6426 to 8398 (30.7% increase)

Total Circulation: 176,517 to 190,169 (7.7% increase)

We were also very pleased to announce free library cards commencing January 1, 2016. Below is a comparison of the number of library cards we have given out during the first quarter (year-to-date) of 2015 compared to the first quarter of 2016:

## FSPL Library Cards – 2015-2016

	2015:	2016:	
<b>Totals (Jan-Mar)</b>			
• YTD new cards	224	516	(130% increase)
• YTD renewals	371	673	(81% increase)
• YTD total cards	595	1189	(100% increase)

As a result of our significantly increasing numbers, we are requesting a grant increase from the City of Fort Saskatchewan of 7.7%, further details below:

### **Staffing for Programming, Patron Support, Interlibrary Loan**

With our increasing numbers comes a need for additional staffing hours to maintain our excellent level of service. We plan to add 28.5 hours per week from our existing complement of part-time public services staff during our regular hours.

### **Staffing for Technological Support:**

As per our budget for 2015-2018, we are planning to increase our level of on-site technical support by an additional 7 hours per week for 2017. We currently have 3.5 days of onsite IT support in a library with over 40 staff and public computer stations, public and staff Wi-Fi, various servers, numerous software programs, and new technologies including digital creative stations and our new “Adaptive Technology Station” for the visually and physically challenged. We were pleased to open our hi-tech “Makerspace” on February 25<sup>th</sup>, 2016 as well. Our need for additional on-site support continues to grow.

### **Additional Open Hours on Sunday**

One of the most frequent requests we receive is to increase our open hours. We therefore plan to add 3 open hours per week from September through June on Sundays opening 10 am to 5 pm (increased from 1 pm to 5 pm). (The Library is closed on Sundays for July and August.)

### **Collections**

Within our collections budgets for 2016 we have continued to re-align expenditures between fiction, non-fiction, and various formats (Blu-rays, DVDs, etc.). We also continue to recognize the growing popularity of digital resources - e-books, e-magazines, research databases, etc. – and have thus allotted additional funds in these areas.

### **Comments Regarding Revenue:**

#### **Provincial Funding**

We were pleased to receive news that the funding from the Province of Alberta for 2016 (and thus anticipated for 2017) shall be using 2015 census data (as opposed to 2014 census data). This assists us as a growing community, we thus expecting an increase in revenue for 2017.

**Enrich the Experience Fundraising Campaign**

Our fundraising campaign included a number of donations to be spread out over 5 years. The anticipated amount pledged for 2017 is approximately \$2000. This is to be spent almost entirely on capital items to continue enriching collections, technologies and other library resources.

We welcome you to review our budget documents and ask any questions you may have. We look forward to our opportunity to address Council in regard to our grant request.

Yours sincerely;

A handwritten signature in blue ink, appearing to read "David Larsen".

David Larsen  
Library Director

Encl: 1

Cc: Jeremy Emann, Shannon Andruchow, Diane Yanch

## **CITY OF FORT SASKATCHEWAN**

### **Quarterly Variance Reports – Progress Update**

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#### **Motion:**

That Council refer consideration of the following motion made at the November 14, 2016 regular Council meeting to the January 24, 2017 regular Council meeting:

That Administration bring a report forward to the December 13, 2016 regular Council meeting:

1. a report outlining what resources are needed to transition from the current variance reporting process to a new analysis, by department of the monthly actual income and expense reporting as compared to the actual budget for the same period;
2. the revised variance reporting analysis is to be reviewed quarterly with Council; and
3. the feasibility of beginning the new process as of March 31, 2017.

#### **Purpose:**

To outline the progress that has been made to date on research into transitioning from the current variance and forecasting process to a monthly variance analysis by department.

#### **Background:**

Variance analysis and forecasting are essential management tools that the City uses to evaluate organizational performance and to assist Council and the Leadership Team in decision-making.

The transition to reporting monthly variances by department on a quarterly basis would enhance the City's forecast and variance reporting processes and cash flow management. This additional information would serve as a useful tool for assessing departmental performance on a monthly basis.

#### **Analysis:**

Administration has undertaken initial research and assessment of the City's current systems and processes and the potential for transitioning to a monthly analysis of revenues and expenses by department.

The research and assessment that has been initiated thus far includes the following:

- Review of current variance reporting processes and requirements;
- consultation with the City's budget software developers;
- review of options and strategies for implementation and required resources;
- analysis of the costs and time requirements;
- coordination of work schedules and impacts to staff workloads;
- research into best practices and municipal comparators; and
- additional training requirements.

Administration requires additional time to complete its research into the requirements for transitioning to monthly variance reporting by department.

**Next Steps:**

Administration will bring a report back to Council on January 24, 2017 with further analysis and recommendations.

**Recommendation:**

That Council refer consideration of the following motion made at the November 14, 2016 regular Council meeting to the January 24, 2017 regular Council meeting:

That Administration bring a report forward to the December 13, 2016 regular Council meeting:

1. a report outlining what resources are needed to transition from the current variance reporting process to a new analysis, by department of the monthly actual income and expense reporting as compared to the actual budget for the same period;
2. the revised variance reporting analysis is to be reviewed quarterly with Council; and
3. the feasibility of beginning the new process as of March 31, 2017.

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File No.:

Prepared by:	Jeremy Emann Chief Financial Officer	Date: December 6, 2016
Approved by:	John Dance General Manager, Corporate Services	Date: December 8, 2016
Reviewed by:	Kelly Kloss City Manager	Date: December 8, 2016
Submitted to:	City Council	Date: December 13, 2016

## CITY OF FORT SASKATCHEWAN

### Cancellation of January 10, 2017 Regular Council Meeting

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**Motion:**

That Council cancel the Tuesday, January 10, 2017 regular Council Meeting.

**Purpose:**

The purpose of this report is to determine if Council wishes to consider cancelling the Tuesday, January 10, 2017 regular Council Meeting.

**Background:**

Due to the lack of agenda items, it is recommended that the January 10, 2017 regular Council Meeting be cancelled. Any routine business could be dealt with at the January 24, 2017 regular Council Meeting.

A notice advertising the cancellation of the regular Council Meeting will be published in the local newspaper.

**Recommendation:**

That Council cancel the Tuesday, January 10, 2017 regular Council Meeting.

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File No.:

Prepared by:	Sheryl Exley Legislative Officer	Date: December 7, 2016
Approved by:	Brenda Molter Director, Legislative Services	Date: December 7, 2016
Reviewed by:	Kelly Kloss City Manager	Date: December 7, 2016
Submitted to:	City Council	Date: December 13, 2016

## **CITY OF FORT SASKATCHEWAN**

### **BYLAW C18-16 TO ESTABLISH FEES, RATES AND CHARGES FOR SERVICES**

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#### **Motions:**

1. That Council give first reading to Bylaw C18-16, which establishes fees, rates, and charges for services provided by the City of Fort Saskatchewan.
2. That Council give second reading to Bylaw C18-16, which establishes fees, rates, and charges for services provided by the City of Fort Saskatchewan.
3. That Council provide unanimous consent to proceed with third and final reading to Bylaw C18-16, which establishes fees, rates, and charges for services provided by the City of Fort Saskatchewan.
4. That Council give third reading to Bylaw C18-16, which establishes fees, rates, and charges for services provided by the City of Fort Saskatchewan.

#### **Purpose:**

To present Council with information on Bylaw C18-16, which establishes 2017 fees, rates, and charges for services by the City of Fort Saskatchewan.

#### **Background:**

The *Municipal Government Act*, R.S.A. 2000, c. M-26 provides that municipal Councils may by bylaw establish fees for services provided by the municipality.

Annually, Administration reviews fees and charges established the previous year and recommends changes to Council during the budget process. Fees and charges established through the review and 2017 budget process are reflected in Bylaw C18-16.

In order to collect the revenue outlined during the budget deliberations, it is necessary to approve this Bylaw. The fees will come into effect on January 1, 2017.

When information was first entered into the fees and charges schedule for the 2017 budget, there was an increase of 7% on arena fees (page 14). This was higher than the fees normally increased, as the City was hoping to recover some of the fees now that the teams are no longer being charged for ice floods. Upon discussion with the Ice User Groups, it was determined that this was not manageable for their programs so the amount was reduced to 4%. When the changes were made from 7% to 4%, some items were missed in the fees and charges schedule during budget deliberations. The following fees outlined in yellow, shows which fees were reduced from 7% to 4%.



Summer Ice -Youth Rate	T	per hour	\$ 133.33	\$ 138.66
Summer Ice - Adult Rate	T	per hour	\$ 232.67	\$ 241.97
Non-Ice (Yearly increase takes effect April 1st)				
- Local Youth/Junior	T	per hour	\$ 62.00	\$ 64.48
- Adult	T	per hour	\$ 90.14	\$ 93.75
- Non-Local Youth/Chiefs	T	per hour / 125% of youth rate	\$ 77.50	\$ 80.60
September 1st to December 31st				
Prime Ice Rental -Monday - Friday 5:30pm - 10pm. Saturday and Sunday 8am-10pm				
- Local Youth/Junior	T	per hour	\$ 120.48	\$ 125.30
- Adult	T	per hour	\$ 206.62	\$ 214.88
- Non-Local Youth/Chiefs	T	per hour / 125% of youth rate	\$ 150.62	\$ 156.64
Non-Prime Ice Rental - Monday-Friday 6am-5:30pm. Saturday and Sunday 6am-8am. Monday-Sunday 10pm-12am				
- Local Youth/Junior	T	per hour	\$ 72.38	\$ 75.28
- Adult	T	per hour	\$ 123.95	\$ 128.91
- Non-Local Youth/Chiefs	T	per hour / 125% of youth rate	\$ 90.47	\$ 94.09

### Recommendation:

That Council give three readings to Bylaw C18-16, which establishes fees, rates, and charges for services provided by the City of Fort Saskatchewan.

### Attachments:

1. Fees and Charges Bylaw C18-16
2. Schedule "A" to Bylaw C18-16

**Prepared by:** Sheryl Exley  
Legislative Officer

**Date:** December 6, 2016

**Approved by:** Brenda Molter  
Director, Legislative Services

**Date:** December 6, 2016

**Reviewed by:** Kelly Kloss  
City Manager

**Date:** December 6, 2016

**Submitted to:** City Council

**Date:** December 13, 2016



## **CITY OF FORT SASKATCHEWAN**

### **FEES AND CHARGES BYLAW**

#### **BYLAW C18-16**

NOW THEREFORE, the Council of the City of Fort Saskatchewan, in the Province of Alberta, duly assembled enacts as follows:

1. This Bylaw is cited as the Fees and Charges Bylaw.
2. That the Fees and Charges Manual attached as Schedule “A” to this Bylaw represents the fees, rates and charges established by Council and are applicable to the municipal services provided by the City of Fort Saskatchewan as outlined therein.
3. That if there are any inconsistencies between the fees, rates and charges imposed pursuant to this Bylaw and those imposed by any other bylaw of the City of Fort Saskatchewan, this Bylaw shall take precedence.
4. This Bylaw repeals Bylaw C23-15 and amendments thereto.
5. This Bylaw comes into force and effect on January 1, 2017.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a third time and passed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director, Legislative Services

Date Signed: \_\_\_\_\_

# City of Fort Saskatchewan

## Fees & Charges

Schedule A

Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<i>* Fees and Charges exclude GST. Where taxable (T), GST is charged at point of sale.</i>	<i>Taxable = T Exempt = E</i>		
<b>Division: Office of the City Manager</b>			
<b>Department: Legislative Services</b>			
<b>Assessment Appeal Fees</b>			
<i>Fees are Refundable to Successful Complainant</i>			
Residential and Farmland - All Values	E	per property under appeal	\$ 25.00
Non-Residential - Includes Machinery and Equipment and Multi-Family Developments that are more than 3 Dwelling Units:			
- Under \$500,000	E	per property under appeal	\$ 100.00
- \$500,000 to \$1,000,000	E	per property under appeal	\$ 250.00
- \$1,000,001 to \$5,000,000	E	per property under appeal	\$ 450.00
- Over \$5,000,000	E	per property under appeal	\$ 650.00
<b>Freedom of Information and Protection of Privacy (FOIP) Act Fees</b>			
<i>Fees are determined by Provincial Legislation If the total cost of processing a FOIP request is more than \$150, a 50% deposit is required</i>			
FOIP Request	E	per request	\$ 25.00
Photocopy of a Record *	T	per sheet	\$ 0.25
<i>* 8.5" x 11" Single Sided, Black and White</i>			
Photocopy of Plans and Blueprints	T	per page	\$ 0.50
Producing a Copy of a Record on Memory Stick	T	per stick	\$ 5.00
Producing a Copy of a Record (color or black and white) Printed from a Negative, Slide or Digital Image:			
- 4" x 6"	T	per copy	\$ 3.00
- 5" x 7 "	T	per copy	\$ 6.00
- 8" x 10"	T	per copy	\$ 10.00
- 11" x 14"	T	per copy	\$ 20.00
- 16" x 20"	T	per copy	\$ 30.00
Preparing and Handling a Record for Disclosure	E	per 15 minutes	\$ 6.75
Searching, Locating, Retrieving and Copying a Record	E	per 15 minutes	\$ 6.75
Supervising the Examination of a Record	E	per 15 minutes	\$ 6.75
<b>Subdivision and Development Appeal Board Fees</b>			
Commercial/Industrial	E	per appeal	\$ 400.00
Subdivision	E	per appeal	\$ 600.00
Residential	E	per appeal	\$ 100.00

# City of Fort Saskatchewan

## Fees & Charges

Schedule A

Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Division: Corporate Services</b>			
<b>Department: Financial Services</b>			
<b>Property Tax Penalties</b>			
<i>Property Tax Penalties shall form part of the total outstanding balance due and will be applied to the total outstanding balance on the dates as specified below.</i>			
On All Current Balances Due and Outstanding:			
- July 1st	E	on current levy balance only	3.00%
- August 1st	E	on current levy balance only	6.00%
- September 1st	E	on current levy balance only	9.00%
On All Supplementary Balances Due and Outstanding:			
- December 1st	E	on supplementary balance only	3.00%
On All Arrears Balance Due and Outstanding After December 31st in Any Year:			
- January 1st	E	on total outstanding balance	9.00%
- February 1st	E	on total outstanding balance	9.00%
<b>Other Fees</b>			
Property Tax Certificates - manual	E	per certificate	\$ 35.00
Property Tax Certificates - on-line	E	per certificate	\$ 30.00
Accounts Receivable Penalty	E	on invoices outstanding over 30 days	1.50%
Returned Items *	E	per item	\$ 40.00
<i>* Includes stop payments, non-sufficient funds, closed / frozen bank accounts and Fort Electronic Payment Plan payments</i>			
Reprint Prior Year Assessment and Property Tax Notices	T	per item	\$ 10.00
Statement of Tax account	T	per statement per tax roll	\$ 25.00

# City of Fort Saskatchewan

## Fees & Charges

Schedule A

Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Division: Community &amp; Protective Services</b>			
<b>Department: Fire Services</b>			
<b>Emergency Response Fees</b>			
<i>Excludes ambulance calls</i>			
<i>Replacement cost of equipment and/or materials used, lost or damaged as a result of the response may be applied</i>			
<i>This fee (or a portion thereof) may be applied where the Fire Services Department responds to a fire, a rescue, a dangerous goods or other incident on any property.</i>			
<i>This fee is exclusive of command cars and may be applied within the following guidelines:</i>			
<i>- An unregulated release of dangerous goods</i>			
<i>- A fire for which a person is convicted of arson under the Criminal Code of Canada</i>			
<i>- An open air fire which is intentionally set, with or without permit, and becomes out of control or some other emergency results thereof</i>			
<i>- Any request for emergency response service made willfully, in any manner, with reasonable cause</i>			
<i>- A response to a motor vehicle accident, and/or a similar incident within, or outside the City's municipal boundaries</i>			
<i>- Replacement cost of equipment and/or materials used, lost or damaged as a result of the response may be applied</i>			
Within the Municipal Boundary Responses	E	per hour / per unit	\$ 600.00
Outside of the Municipal Boundary Responses	E	per hour / per unit	\$ 600.00
Insulation Removal / Disposal, Hazardous Materials Clean Up etc.	E	minimum cost is equal to % of cost incurred PLUS	100%
	E	administration fee % of cost incurred	15%
False Alarm Responses * (See Below)	E	per response	\$ -
<i>* No fee will be applied where owners have demonstrated responsible investigation or have initiated repairs of the malfunctioning safety installation</i>			
- 2nd Offence Within Twelve Months of a Previous Warning Issued	E	per offence	\$ 250.00
- 3rd Offence Within Twelve Months of a Previous Warning Issued	E	per offence	\$ 500.00
- 4th and Subsequent Offence Within Twelve Months of a Previous Warning Issued	E	per offence	\$ 1,000.00
<b>Permit Fees</b>			
Construction Fire Safety Plan Permit	E	per permit / % of Building Permit fee (see Planning and Development section)	8%
Occupancy Load Permit:			
- For All Except Non-Profit Organizations	E	per permit	\$ 105.00
- Copy of Original Permit Issued	E	per permit	\$ 42.00
Sale of Fireworks Permit - Low Level or Shop Goods (Fireworks Accessories)	E	per permit / per year	\$ 110.00
Discharge Fireworks Permit - High Level:			
- For All Except Non-Profit Organizations	E	per permit	\$ 110.00

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
Transportation of Dangerous Goods Route Permit	E	per permit / per year	\$ 160.00
<b>Investigations</b>			
Fire Investigation by Fire Department Staff	E	per hour	\$ 85.00
Fire Investigation by Contracted Service	E	minimum cost is equal to % of cost incurred PLUS	100%
	E	administration fee - % of cost incurred PLUS	15%
Investigation Report	E	per report	\$ 210.00
<b>Inspections</b>			
Regulated Occupancies:			
- Licensed Dayhomes or Foster Homes	E	per inspection	\$ 55.00
- Daycare, Healthcare Centres	E	per inspection	\$ 105.00
- Liquor Licence Inspections	E	per inspection	\$ 125.00
Non-Regulated Occupancies:			
- 3rd and Each Subsequent Re-Inspection (to Confirm Deficiencies Have Been Corrected)	E	per inspection permit	\$ 105.00
<b>Other Fees</b>			
Copy of File Search / Report	T	flat fee per address	\$ 105.00
Copy of Photograph:			
- 4" x 6"	T	per photograph	\$ 3.25
- 5" x 7"	T	per photograph	\$ 6.25
- 8" x 10"	T	per photograph	\$ 11.00
- 11" x 14"	T	per photograph	\$ 21.00
- 16" x 20"	T	per photograph	\$ 31.00
Public Education and / or Safety Programs	E	minimum cost is equal to % of cost incurred PLUS	100%
	E	administration fee - % of cost incurred	15%
Lock Box Purchases	E	minimum cost is equal to % of cost incurred PLUS	100%
	E	administration fee - % of cost incurred	15%
<b>Division: Community &amp; Protective Services</b>			
<b>Department: Protective Services</b>			
<b>Criminal Record Check Fees</b>			
Individual Person Rate	E	per check	\$ 30.00
Family Rate	E	per check	\$ 50.00
Livescan Rate:			
- With Fingerprints	E	per check	\$ 25.00
<b>Security Guard Clearance</b>			
Individual Person Rate	E	per check	\$ 30.00
<b>Motor Vehicle Accident Report and Statement Fees</b>			
Reports:			
- Copy of Subsequent Report to Driver	E	per report	\$ 20.00
- Copy of Report to Lawyers or Insurance Companies *	E	per report	\$ 20.00
Statements: *			
- Papercopy	E	per statement	\$ 25.00
- Each additional five pages	E	per set	\$ 20.00
- Digital Camera Disk	E	per CD Disk	\$ 20.00
- Pardon Application	E	per statement	\$ 30.00
<i>* Copy of Driver Consent Required</i>			

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Animal Licenses</b>			
Animal License - Tag Replacement	E	per animal	\$ 5.00
Animal Licence - New or Renewal (Non-Senior Rates):			
- Neutered or Spayed Cat or Dog	E	per animal	\$ 20.00
- Unaltered Cat or Dog	E	per animal	\$ 30.00
Nuisance Dog Licence	E	per animal	\$ 100.00
Restricted Dog License	E	per animal	\$ 150.00
Animal License - New or Renewal (Senior 65+ Rates):			
- Neutered or Spayed Cat or Dog	E	per animal	\$ 10.00
- Unaltered Cat or Dog	E	per animal	\$ 20.00
Nuisance Dog Licence	E	per animal	\$ 50.00
Restricted Dog License:	E	per animal	\$ 75.00
Kennel Fees:			
Kennel Impound Fee	T	per day or any part thereof	\$ 20.00
For any required veterinary treatment, including drugs and medications	T		Actual cost of treatment
<b>Division: Community &amp; Protective Services</b>			
<b>Department: Recreation Services</b>			
<b>Multi Facility Admission Card - Dow Centennial Centre (DCC) and Harbour Pool - 1 Month Pass</b>			
Child - 2 to 12 Years Old	T	each	\$ 22.14
Youth - 13 to 17 / Senior - 65+ Years Old	T	each	\$ 38.00
Adult - 18 to 64 Years Old	T	each	\$ 45.33
Family: *			
- Child	T	each	\$ 16.19
- Youth	T	each	\$ 18.86
- First Adult	T	each	\$ 45.33
- Second Adult	T	each	\$ 38.81
- First Senior	T	each	\$ 38.00
- Second Senior	T	each	\$ 32.48
Aquasize:			
- Youth - 13 to 17 / Senior - 65+ Years Old	T	each	\$ 46.33
- Adult - 18 to 64 Years Old	T	each	\$ 55.48
<b>Multi Facility Admission Card - Dow Centennial Centre (DCC) and Harbour Pool - Annual Pass</b>			
Child - 2 to 12 Years Old	T	each	\$ 243.86
Youth - 13 to 17 / Senior - 65+ Years Old	T	each	\$ 418.14
Adult - 18 to 64 Years Old	T	each	\$ 498.52
Family: *			
- Child	T	each	\$ 178.05
- Youth	T	each	\$ 207.19
- First Adult	T	each	\$ 498.52
- Second Adult	T	each	\$ 426.76
- First Senior	T	each	\$ 418.14
- Second Senior	T	each	\$ 357.14
Aquasize:			
- Youth - 13 to 17 / Senior - 65+ Years Old	T	each	\$ 509.86
- Adult - 18 to 64 Years Old	T	each	\$ 610.14

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Harbour Pool - Single Admission</b>			
Child - 2 to 12 Years Old	T	each	\$ 3.43
Youth - 13 to 17 / Senior - 65+	T	each	\$ 4.67
Adult - 18 to 64 Years Old	T	each	\$ 6.33
Family	T	each	\$ 13.24
Aquasize:			
- Youth - 13 to 17 / Senior - 65+ years Old	T	each	\$ 5.67
- Adult - 18 to 64 Years Old	T	each	\$ 7.33
- Surcharge - Applies to Monthly and Annual Pass Holders Only	T	each	\$ 0.95
<b>Harbour Pool - Punch Pass (10 Visits)</b>			
Child - 2 to 12 Years Old	T	each	\$ 30.48
Youth - 13 to 17 / Senior - 65+	T	each	\$ 41.71
Adult - 18 to 64 Years Old	T	each	\$ 57.43
Family	T	each	\$ 119.24
Aquasize:			
- Youth - 13 to 17 / Senior - 65+ Years Old	T	each	\$ 51.05
- Adult - 18 to 64 Years Old	T	each	\$ 66.29
<b>Harbour Pool - 1 Month Pass</b>			
Child - 2 to 12 Years Old	T	each	\$ 17.14
Youth - 13 to 17 / Senior - 65+ Years Old	T	each	\$ 32.19
Adult - 18 to 64 Years Old	T	each	\$ 41.48
Family:			
- Child	T	each	\$ 12.38
- Youth	T	each	\$ 14.24
- First Adult	T	each	\$ 41.48
- Second Adult	T	each	\$ 33.24
- First Senior	T	each	\$ 32.19
- Second Senior	T	each	\$ 27.29
Aquasize:			
- Youth - 13 to 17 / Senior - 65+ Years Old	T	each	\$ 40.86
- Adult - 18 to 64 Years Old	T	each	\$ 51.52
<b>Harbour Pool - Annual Pass</b>			
Child - 2 to 12 Years Old	T	each	\$ 171.19
Youth - 13 to 17 / Senior - 65+	T	each	\$ 321.76
Adult - 18 to 64 Years Old	T	each	\$ 414.48
Family:			
- Child	T	each	\$ 123.62
- Youth	T	each	\$ 142.28
- First Adult	T	each	\$ 414.48
- Second Adult	T	each	\$ 332.05
- First Senior	T	each	\$ 321.76
- Second Senior	T	each	\$ 272.71
Aquasize:			
- Youth - 13 to 14 Years Old	E	each	\$ 408.57
- Senior - 65+ Years Old	T	each	\$ 408.57
- Adult - 18 to 64 Years Old	T	each	\$ 515.00
<b>Harbour Pool - Group Lessons</b>			
Red Cross:			
- Level Pre-RC 4	E	per lesson	\$ 7.25
- Level 5 to 10	E	per lesson	\$ 7.75
Youth 15 Years and Over/Adult	T	per lesson	\$ 8.33



# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
Junior Lifeguard Club:			
- 14 Years and Under	E	per lesson	\$ 12.00
- 15 Years and Over	T	per lesson	\$ 12.00
Bronze Star:			
- 14 Years and Under	E	per lesson	\$ 11.00
- 15 Years and Over	T	per lesson	\$ 11.00
Bronze Medallion:			
- 14 Years and Under	E	each	\$ 160.00
- 15 Years and Over	T	each	\$ 160.00
Bronze Cross:			
- 14 Years and Under	E	each	\$ 155.00
- 15 Years and Over	T	each	\$ 155.00
Schools	E	per lesson / per student	\$ 6.25
Preschool Plunge and Play	E	per lesson	\$ 18.00
Baby Size	T	per lesson	\$ 7.38
Red Cross Swim Adapted	E	per lesson	\$ 6.00
Home School Lessons	E	per lesson	\$ 8.25
Aquatic Emergency Care with O2 *:			
- 14 Years and Under	E	each	\$ 210.00
- 15 Years and Over	T	each	\$ 210.00
National Lifeguard *	T	each	\$ 275.00
National Lifeguard/Aquatic Emergency Care Recertification	T	each	\$ 82.86
Water Safety Instructor *	T	each	\$ 425.00
Water Safety Instructor Recertification	T	each	\$ 66.90
<i>* Includes Books</i>			
<b>Harbour Pool - Private Lessons</b>			
Child/Youth 14 Years and Under:			
- 30 minutes	E	per lesson	\$ 26.50
- 45 minutes	E	per lesson	\$ 39.75
- 60 minutes	E	per lesson	\$ 53.00
- Additional Participant - 30 minutes	E	per lesson	\$ 9.00
- Additional Participant - 45 minutes	E	per lesson	\$ 13.50
- Additional Participant - 60 minutes	E	per lesson	\$ 18.00
Youth 15 Years and Over/Adult:			
- 30 minutes	T	per lesson	\$ 27.00
- 45 minutes	T	per lesson	\$ 40.48
- 60 minutes	T	per lesson	\$ 54.00
- Additional Participant - 30 minutes	T	per lesson	\$ 9.00
- Additional Participant - 45 minutes	T	per lesson	\$ 13.50
- Additional Participant - 60 minutes	T	per lesson	\$ 18.00
<b>Dow Centennial Centre (DCC) - Single Admission</b>			
Child - 2 to 12 Years Old	T	each	\$ 4.14
Youth - 13 to 17 / Senior - 65+ Years Old	T	each	\$ 6.76
Adult - 18 to 64 Years Old	T	each	\$ 8.19
Family	T	each	\$ 18.95
<b>DCC - Punch Pass (10 Visits)</b>			
Child - 2 to 12 Years Old	T	each	\$ 37.14
Youth - 13 to 17 / Senior - 65+ Years Old	T	each	\$ 60.95
Adult - 18 to 64 Years Old	T	each	\$ 73.33
Family	T	each	\$ 170.38

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>DCC - 1 Month Pass</b>			
Child - 2 to 12 Years Old	T	each	\$ 18.86
Youth - 13 to 17 / Senior - 65+ Years Old	T	each	\$ 33.86
Adult - 18 to 64 Years Old	T	each	\$ 40.76
Family:			
- First Adult	T	each	\$ 40.76
- Second Adult	T	each	\$ 34.57
- Child	T	each	\$ 13.48
- Youth	T	each	\$ 15.71
- First Senior	T	each	\$ 33.86
- Second Senior	T	each	\$ 28.76
<b>DCC - Annual Pass</b>			
Child - 2 to 12 Years Old	T	each	\$ 207.71
Youth - 13 to 17 / Senior - 65+ Years Old	T	each	\$ 372.29
Adult - 18 to 64 Years Old	T	each	\$ 447.81
Family:			
- First Adult	T	each	\$ 447.81
- Second Adult	T	each	\$ 380.38
- Child	T	each	\$ 148.38
- Youth	T	each	\$ 172.67
- First Senior	T	each	\$ 372.29
- Second Senior	T	each	\$ 315.62
Corporate Rates	T	each / % of monthly pass fee	15%
<b>DCC - Childminding Services</b>			
Individual Child	T	per half hour	\$ 2.71
	T	20 passes (half hour per pass)	\$ 43.14
Family	T	per half hour	\$ 3.90
	T	20 passes (half hour per pass)	\$ 62.76
<b>DCC - Specialized Fitness Services</b>			
Personal Training Service:			
- Personal Program - 1.5 Hour	T	per 1.5 hour session	\$ 78.62
- Personal Fitness Assessment - 1.5 Hour	T	per 1.5 hour session	\$ 78.62
- Personal Program and Fitness Assessment Package	T	per 2.5 to 3 hour session	\$ 130.86
Personal Training Packages:			
- Package One, 1 Hour Package	T	per package	\$ 52.48
- Package Two, 5 Hour Package	T	per package	\$ 236.33
- Package Three, 10 Hour Package	T	per package	\$ 472.62
- Package Four, Group Training - 2 people, 1 Hour Package	T	per package	\$ 62.95
Body Composition Test	T	per half hour test	\$ 26.14
Cancellation Fee:			
	T	each / % of fitness services fee	100%
- Less than 24 hours Notice Provided	T	flat rate	Pro-rated per Personal Training Sessions Remaining
<b>Facility Rental Fees</b>			
Damage Deposit - Refundable if No Damage	E		\$ 350.00
Extra Cleaning or Damage	T		At Cost
Cancellation Fees:			

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
Weddings, Banquets, Christmas Parties, Special Events and Licensed Events			
- More than 90 days Notice Provided	T	flat rate	\$ 30.00
- Less than 90 Days Notice Provided	T	% of rental cost	50%
- Less than 30 Days Notice Provided	T	% of rental cost	100%
- Meetings, Birthday Parties, All Other Rentals			
- More than 72 hours Notice Provided	T	Full Refund	
- Less than 72 hours Notice Provided	T	% of rental cost	100%
<b>Facility Rental Fees - SOCAN*</b>			
<i>* Society of Composers, Authors and Music Publishers of Canada</i>			
<i>This fee is applicable where music is part of a function</i>			
Function Without Dance	T	per function	At Cost
Function With Dance	T	per function	At Cost
<b>Facility Rental Fees - ReSound*</b>			
<i>This fee is applicable where music is part of a function</i>			
Function Without Dance	T	per function	At Cost
Function With Dance	T	per function	At Cost
<b>Facility Rental Fees - Library</b>			
Youth / Non-Profit:			
- Room 9	T	per hour	\$ 11.63
	T	per day	\$ 92.84
Adult:			
- Room 9	T	per hour	\$ 17.26
	T	per day	\$ 137.82
<b>Facility Rental Fees - Legion Building</b>			
Normandy Room:			
- Local Youth / Non-Profit Group	T	per hour	\$ 59.99
	T	per day	\$ 479.59
- Local Adult Group	T	per hour	\$ 71.80
	T	per day	\$ 574.54
- Private Function, Commercial or Non-Local	T	per hour	\$ 86.38
	T	per day	\$ 691.03
- Self Clean-Up / Setup - Approved User Groups	T	per hour	\$ 38.50
	T	per day	\$ 308.11
Ortona Room:			
- When rented with the Normandy Room - All Users	T	per hour	\$ 20.55
- Local Youth / Non-Profit Group	T	per hour	\$ 25.02
	T	per day	\$ 199.82
- Local Adult Group	T	per hour	\$ 36.78
	T	per day	\$ 294.33
- Private Function, Commercial or Non-Local	T	per hour	\$ 49.19
	T	per day	\$ 393.41
- Self Clean-Up / Setup - Approved User Groups	T	per hour	\$ 8.58
	T	per day	\$ 68.67

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Facility Rental Fees - West River's Edge Building</b>			
Main Floor			
- Local Youth / Non-Profit Group	T	per hour	\$ 32.18
	T	per day	\$ 257.30
- Local Adult Group	T	per hour	\$ 42.92
	T	per day	\$ 343.04
- Private Function, Commercial or Non-Local	T	per hour	\$ 48.27
	T	per day	\$ 385.91
Basement			
- Local Youth / Non-Profit Group	T	per hour	\$ 21.43
	T	per day	\$ 171.52
- Local Adult Group	T	per hour	\$ 27.95
	T	per day	\$ 223.21
- Private Function, Commercial or Non-Local	T	per hour	\$ 31.15
	T	per day	\$ 248.92
Entire Building:			
- Local Youth / Non-Profit Group	T	per hour	\$ 53.61
	T	per day	\$ 428.78
- Local Adult Group	T	per hour	\$ 64.35
	T	per day	\$ 514.86
- Private Function, Commercial or Non-Local	T	per hour	\$ 70.77
	T	per day	\$ 566.16
<b>Facility Rental Fees - Harbour Pool</b>			
General Public/Non-Local Schools - Main Pool:			
- 1 to 74 People	T	per hour	\$ 129.76
- 75 to 124 People	T	per hour	\$ 163.14
- 125 to 199 People	T	per hour	\$ 196.67
- 200 to 300 People	T	per hour	\$ 230.14
Pool Party Package	T	1 hour private pool rental and use of the multipurpose room for 2 hours	\$ 198.81
Multi-Purpose Room:			
- Adult, Youth / Non-Profit and Business	T	per hour	\$ 24.52
Swim Club - Pool:			
- Local Main Pool Only	T	per hour	\$ 77.62
- Local Swim Meet	T	per hour	\$ 125.48
Local School Main Pool:			
- 20 to 74 People	T	per hour	\$ 24.29
- 75 to 124 People	T	per hour	\$ 48.57
- 125 to 199 People	T	per hour	\$ 72.86
- 200 to 300 People	T	per hour	\$ 97.14

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Facility Rental Fees - Dow Centennial Centre (DCC) Banquet and Meeting Rooms</b>			
DCC Lions Mane and Pride:			
- Local Youth / Non-Profit Group	T	per hour	\$ 69.90
	T	per day	\$ 559.09
- Local Adult Group	T	per hour	\$ 86.66
	T	per day	\$ 692.70
- Private Function, Commercial or Non-Local	T	per hour	\$ 103.83
	T	per day	\$ 830.57
DCC Lions Mane Only:			
- Local Youth / Non-Profit Group	T	per hour	\$ 48.55
	T	per day	\$ 388.40
- Local Adult Group	T	per hour	\$ 63.17
	T	per day	\$ 504.95
- Private Function, Commercial or Non-Local	T	per hour	\$ 75.33
	T	per day	\$ 602.35
DCC Lions Pride Only:			
- Local Youth / Non-Profit Group	T	per hour	\$ 23.49
	T	per day	\$ 188.15
- Local Adult Group	T	per hour	\$ 31.59
	T	per day	\$ 252.69
- Private Function, Commercial or Non-Local	T	per hour	\$ 37.91
	T	per day	\$ 303.07
DCC Shell Theatre Foyer Only:			
- Local Youth / Non-Profit Group	T	per hour	\$ 53.02
	T	per day	\$ 424.22
- Local Adult Group	T	per hour	\$ 63.37
	T	per day	\$ 506.62
- Private Function, Commercial or Non-Local	T	per hour	\$ 75.33
	T	per day	\$ 620.45
DCC Green Room Only:			
- Local Youth / Non-Profit Group	T	per hour	\$ 21.88
	T	per day	\$ 174.85
- Local Adult Group	T	per hour	\$ 28.98
	T	per day	\$ 231.41
- Private Function, Commercial or Non-Local	T	per hour	\$ 36.19
	T	per day	\$ 288.94
DCC Scotiabank Studio Only:			
- Local Youth / Non-Profit Group	T	per hour	\$ 19.57
	T	per day	\$ 156.51
- Local Adult Group	T	per hour	\$ 27.08
	T	per day	\$ 216.50
- Private Function, Commercial or Non-Local	T	per hour	\$ 32.82
	T	per day	\$ 262.26
DCC Children's Party Room Only:			
- Local Youth / Non-Profit Group	T	per hour	\$ 14.08
	T	per day	\$ 112.41
- Non-Local Youth	T	per hour	\$ 23.49
	T	per day	\$ 188.15

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>DCC Theatre Dressing Room Only:</b>			
- Local Youth / Non-Profit Group	T	per hour	\$ 15.25
	T	per day	\$ 122.32
- Local Adult Group	T	per hour	\$ 21.77
	T	per day	\$ 174.02
- Private Function, Commercial or Non-Local	T	per hour	\$ 25.61
	T	per day	\$ 204.83
<b>DCC Pacesetter Homes Multipurpose Room Only:</b>			
- Local Youth / Non-Profit Group	T	per hour	\$ 23.49
	T	per day	\$ 188.15
- Local Adult Group	T	per hour	\$ 31.27
	T	per day	\$ 250.19
- Private Function, Commercial or Non-Local	T	per hour	\$ 38.11
	T	per day	\$ 304.74
- DCC Games Den	T	per hour	\$ 38.11
	T	per day	\$ 304.74
<b>Facility Rental Fees - DCC Gymnasium</b>			
<b>Full Gymnasium</b>			
- Local Youth / Non-Profit Group	T	per hour	\$ 30.16
	T	per day	\$ 241.26
- Local Adult Group	T	per hour	\$ 56.86
	T	per day	\$ 455.01
- Private Function, Commercial or Non-Local	T	per hour	\$ 67.41
	T	per day	\$ 539.13
<b>Half Gymnasium</b>			
- Local Youth / Non-Profit Group	T	per hour	\$ 15.13
	T	per day	\$ 120.80
- Local Adult Group	T	per hour	\$ 28.58
	T	per day	\$ 228.32
- Private Function, Commercial or Non-Local	T	per hour	\$ 33.78
	T	per day	\$ 269.79
<b>Facility Rental Fees - DCC Flex Hall</b>			
- Local Youth / Non-Profit Group	T	per hour	\$ 14.91
	T	per day	\$ 119.09
- Local Adult Group	T	per hour	\$ 27.37
	T	per day	\$ 218.31
- Private Function, Commercial or Non-Local	T	per hour	\$ 32.07
	T	per day	\$ 256.47

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Facility Rental Fees - Soccer Field *</b>			
<i>* Half Field rental rates are 50% of full field rental rates</i>			
January 1st to March 31st and September 1st to December 31st			
- Local Youth	T	per hour / Monday to Friday Open to 5pm	\$ 73.50
	T	per hour / Monday to Friday 5pm to 10pm, Saturday and Sunday all day	\$ 105.00
- Local Adult Group	T	per hour / Monday to Friday Open to 5pm	\$ 80.50
	T	to 10pm, Saturday and Sunday all day	\$ 115.00
- Private Function, Commercial or Non-Local	T	per hour / Monday to Friday Open to 5pm	\$ 87.50
	T	per hour / Monday to Friday 5pm to 10pm, Saturday and Sunday all day	\$ 125.00
Games:			
April 1st to August 31st			
- Local Youth	T	per hour / Monday to Sunday anytime	\$ 73.50
- Local Adult	T	per hour / Monday to Sunday anytime	\$ 80.50
- Private Function, Commercial or Non-Local	T	per hour / Monday to Sunday anytime	\$ 87.50
<b>Facility Rental Arena Fees- Dow Centennial Centre (DCC), Jubilee Recreation Centre (JRC), and Sportsplex (SPX)</b>			
Cancellation Fees			
- 15 or more Days Notice Provided	T	Full Refund	
- Less than 15 Days Notice Provided	T	% of rental cost	100%
January 1st to April 30th			
Prime Ice Rental - Monday - Friday 5:30pm - 10pm. Saturday and Sunday 8am-10pm			
- Local Youth/Junior	T	per hour	\$ 120.48
- Adult	T	per hour	\$ 206.62
- Non-Local Youth/Chiefs	T	per hour / 125% of youth rate	\$ 150.62
Non-Prime Ice Rental - Monday-Friday 6am-5:30pm. Saturday and Sunday 6am-8am. Monday-Sunday 10pm-12am			
- Local Youth/Junior	T	per hour	\$ 72.38
- Adult	T	per hour	\$ 123.95
- Non-Local Youth/Chiefs	T	per hour / 125% of youth rate	\$ 90.47
Summer Non-Ice, With Supervision			
May 1st to August 31st			
Summer Ice -Youth Rate	T	per hour	\$ 138.66
Summer Ice - Adult Rate	T	per hour	\$ 241.97
Non-Ice (Yearly increase takes effect April 1st)			
- Local Youth/Junior	T	per hour	\$ 64.48
- Adult	T	per hour	\$ 93.75
- Non-Local Youth/Chiefs	T	per hour / 125% of youth rate	\$ 80.60

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
September 1st to December 31st			
Prime Ice Rental -Monday - Friday 5:30pm - 10pm. Saturday and Sunday 8am-10pm			
- Local Youth/Junior	T	per hour	\$ 125.30
- Adult	T	per hour	\$ 214.88
- Non-Local Youth/Chiefs	T	per hour / 125% of youth rate	\$ 156.64
Non-Prime Ice Rental - Monday-Friday 6am-5:30pm. Saturday and Sunday 6am-8am. Monday-Sunday 10pm-12am			
- Local Youth/Junior	T	per hour	\$ 75.28
- Adult	T	per hour	\$ 128.91
- Non-Local Youth/Chiefs	T	per hour / 125% of youth rate	\$ 94.09
<b>Special Event Fees - Year Round</b>			
Arenas - Non-Ice	T	per day	\$ 1,545.00
Soccer Pitch	T	per day	\$ 1,545.00
Soccer Pitch Conversion	T	one time booking fee	\$ 1,545.00
<b>Division: Community &amp; Protective Services</b>			
<b>Department: Culture Services</b>			
<b>Fort Heritage Precinct - Admission *</b>			
<i>* Fort Heritage Precinct is open to the public during regular hours of operations.</i>			
<i>* A day rental is equivalent to 8 hours.</i>			
Child - 2 to 12 Years Old	T	each	\$ 3.81
Youth - 13 to 17 / Senior - 65+	T	each	\$ 4.76
Adult - 18 to 64 Years Old	T	each	\$ 7.62
Family	T	each	\$ 19.05
School Programs (Under 14 years old)	E	per student	\$ 4.76
School Programs (14+)	T	per student	\$ 4.76
History Centre Fee - January - August 31	E	per session	\$ 325.00
History Centre Fee September 1 - December 31	E	per session	\$ 350.00
Fort Heritage Precinct Outreach Fee (Under 14 years old)	E	per 1.5 hour session	\$ 95.24
Fort Heritage Precinct Outreach Fee (14+)	T	per 1.5 hour session	\$ 95.24
<b>Facility Rental Fees - Fort Heritage Precinct Village*</b>			
- Village Grounds and Buildings / All	T	per hour / 2 hour minimum	\$ 104.76
	T	per day	\$ 628.57
- One Building Only	T	per hour / 2 hour minimum	\$ 76.19
	T	per day	\$ 457.14
- Village Grounds Only	T	per hour / 2 hour minimum	\$ 76.19
	T	per day	\$ 457.14
Rotary Amphitheatre - Hourly	T	per hour / 2 hour minimum	\$ 76.19
Rotary Amphitheatre - Daily	T	per day	\$ 457.14
Photo Reproductions	T	per photo	\$ 19.05
Research Fee	T	per hour	\$ 47.62
Damage Deposit - Village, Refundable if No Damage	E	per rental	\$ 500.00



# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Facility Rental Fees - Fort Heritage Precinct 1875 North West Mounted Police (NWMP) Fort</b>			
Program Space: *			
<i>* Two hour minimum for meetings.</i>			
- Local Youth / Non-Profit Group	T	per hour	\$ 23.81
	T	per day	\$ 190.48
- Local Adult Group	T	per hour	\$ 28.57
	T	per day	\$ 228.57
- Private Function, Commercial or Non-Local	T	per hour	\$ 38.10
	T	per day	\$ 304.76
<i>* Two hour minimum for events.</i>			
- Fort Grounds and Program Space Special Events - Hourly	T	per hour / 2 hour minimum	\$ 104.76
- Fort Grounds and Program Space Special Events - Daily	T	per day	\$ 628.57
Cancellation Fee *			
- Fort Heritage Precinct Weddings and Events			
- More than 90 days Notice Provided	T	flat rate	\$ 30.00
- Less than 90 Days Notice Provided	T	% of rental cost	50%
- Less than 30 Days Notice Provided	T	% of rental cost	100%
- Meetings			
- Less than 72 hours Notice Provided	T	% of rental cost	100%
Canon Firing	T	per firing	\$ 238.10
Damage Deposit - NWMP Fort, Refundable if No Damage	E	per rental	\$ 500.00
<b>Facility Rental Fees - CN Station</b>			
Annual Block Booking: *			
<i>* More than 10 bookings per year. Self clean up / setup</i>			
- Kinsmen Room	T	per hour	\$ 14.29
	T	per day	\$ 114.29
- Bougher Room	T	per hour	\$ 9.52
	T	per day	\$ 76.19
- Proctor Room	T	per hour	\$ 11.43
	T	per day	\$ 91.43
Casual Booking: *			
<i>* Self clean up / setup</i>			
- Kinsmen Room	T	per hour	\$ 23.81
	T	per day	\$ 190.48
- Bougher Room	T	per hour	\$ 17.14
	T	per day	\$ 137.14
- Proctor Room	T	per hour	\$ 19.05
	T	per day	\$ 152.38
<b>Facility Rental Fees - Legacy Park Bandshell</b>			
Adult	T	per hour	\$ 38.10
Youth / Non-Profit	T	per hour	\$ 19.05
<b>Facility Rental Fees - City Centre Square</b>			
<i>-Use of the Square Free</i>			
Special and Additional Services Required with Use of Square	T	% of cost incurred	100%
<b>Facility Rental Fees - PA System (3 day maximum rental)</b>			
Adult	T	per rental	\$ 47.62
Youth / Non-Profit	T	per rental	\$ 23.81

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Facility Rental Fees - DCC Shell Theatre *</b>			
* All performance rental rates include one technician.			
* A day rental is equivalent to 10 hours. Any additional rental / technician hours will be charged at the applicable hourly rate.			
The fee applicable to major functions and/or events for which admissions are charged will be the greater of 10% of the gross ticket sales/proceeds (net of GST) or the rate as stated. Admission includes ticket sales, silver collection, suggested donation or similar charges.			
Cancellation Fee: *			
* Cancellation policy for shows via Ticketpro is regulated under Ticketed Event License Agreement			
Shows sold via Ticketpro	T	each	As per ticket Event License Agreement
Performances:			
- Local Youth / Non-Profit Group	T	minimum book - 5 hours	\$ 383.19
	T	each additional hour over 5 hours	\$ 76.63
	T	per day	\$ 613.13
- Local Adult Group	T	minimum book - 5 hours	\$ 596.29
	T	each additional hour over 5 hours	\$ 124.00
	T	per day	\$ 991.85
- Private Function, Commercial or Non-Local	T	minimum book - 5 hours	\$ 826.90
	T	each additional hour over 5 hours	\$ 170.20
	T	per day	\$ 1,349.17
Rehearsals:			
- Local Youth / Non-Profit Group	T	minimum book - 5 hours	\$ 295.05
	T	each additional hour over 5 hours	\$ 70.80
	T	per day	\$ 509.87
- Local Adult Group	T	minimum book - 5 hours	\$ 507.34
	T	each additional hour over 5 hours	\$ 120.63
	T	per day	\$ 811.72
- Private Function, Commercial or Non-Local	T	minimum book - 5 hours	\$ 679.27
	T	each additional hour over 5 hours	\$ 156.24
	T	per day	\$ 1,097.68
Front of Curtain Assemblies / Ceremonies:			
- Local Youth / Non-Profit Group	T	minimum book - 5 hours	\$ 303.65
	T	each additional hour over 5 hours	\$ 60.72
	T	per day	\$ 485.86
- Local Adult Group	T	minimum book - 5 hours	\$ 395.72
	T	each additional hour over 5 hours	\$ 79.17
	T	per day	\$ 633.15
- Private Function, Commercial or Non-Local	T	minimum book - 5 hours	\$ 517.31
	T	each additional hour over 5 hours	\$ 103.44
	T	per day	\$ 827.68

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
Conference Monitor	T	per day	\$ 125.00
Grand Piano:			
- Per Use Fee	T	minimum fee	\$ 87.43
- Tuning Fee	T	per each / % of cost incurred	100%
Upright Piano:			
- Per Use Fee	T	minimum fee	\$ 43.71
- Tuning Fee	T	per each / % of cost incurred	100%
Ticketing Facility Fees:			
- Local Youth / Non-Profit Group	T	per ticket valued at under \$10.00	\$ 0.72
	T	per ticket valued at \$10.00 and over	\$ 0.95
- Local Adult Group	T	per ticket valued at under \$10.00	\$ 0.95
	T	per ticket valued at \$10.00 and over	\$ 1.43
- Private Function, Commercial or Non-Local	T	per ticket	\$ 1.67
Services Fees:			
- Technician / Stagehand Labour	T	per hour / per person / 4 hour minimum	At Cost
- Technician / Stagehand Labour Overtime	T	per hour / per person	At Cost
- Specialized Labour	T	% of cost incurred / 4 hours minimum	100%
Front of House Staff	T	per hour / person	At Cost
Front of House Staff Overtime	T	per hour / person	At Cost
- Security / Parking Personnel	T	% of cost incurred	100%
- Heavy Equipment	T	% of cost incurred	100%
- Special Request Lighting and Audio Equipment	T	% of cost incurred	100%
- Royalty on Merchandizing - Performing Arts	T	% of cost incurred	15%
- Royalty on Merchandizing - Visual Arts	T	% of cost incurred	20%
- Royalty - Dance and Music Festivals / Competitions	T	per merchant	\$ 238.10
Box Office Services (Ticketpro):			
- Event Setup Fee	T	minimum fee PLUS	\$ 47.62
- Box Office Sales / Ticket Fee	T	per each sale / ticket	\$ 0.19
- Credit Card / Debit Ticket Sale Charge	T	each	As per ticket Event License Agreement
Performances - Fort Saskatchewan 50 / 50: *			
<i>* Volunteers contributing a minimum 50 volunteer hours to the DCC Shell Theatre are eligible to receive discounted rates as per below</i>			
- Local Youth / Non-Profit Group	T	minimum book - 5 hours	\$ 191.60
	T	each additional hour over 5 hours	\$ 38.31
	T	per day	\$ 306.57
- Local Adult Group	T	minimum book - 5 hours	\$ 298.14
	T	each additional hour over 5 hours	\$ 62.00
	T	per day	\$ 495.92
- Private Function, Commercial or Non-Local	T	minimum book - 5 hours	\$ 507.26
	T	each additional hour over 5 hours	\$ 103.44
	T	per day	\$ 811.61
<b>Facility Rental - Additional Services</b>			
Damage Deposit - Theatre Spaces, Refundable if No Damage	N	per rental	\$ 350.00
Additional Cleaning Charge	T	each	At Cost

# City of Fort Saskatchewan

## Fees & Charges

Schedule A

Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Division: Community &amp; Protective Services</b>			
<b>Department: Family &amp; Community Support Services</b>			
<b>FCSS Counselling Service Fees</b>			
Gross Family Monthly Income - 1 to 3 Family Members:			
- Up to \$799	E	per hour	\$ 5.00
- \$800 to \$999	E	per hour	\$ 7.00
- \$1,000 to \$1,299	E	per hour	\$ 10.00
- \$1,300 to \$1,699	E	per hour	\$ 15.00
- \$1,700 to \$1,999	E	per hour	\$ 18.00
- \$2,000 to \$2,399	E	per hour	\$ 22.00
- \$2,400 to \$2,599	E	per hour	\$ 26.00
- \$2,600 to \$2,799	E	per hour	\$ 32.00
- \$2,800 to \$3,099	E	per hour	\$ 38.00
- \$3,100 to \$3,499	E	per hour	\$ 43.00
- \$3,500 to \$3,999	E	per hour	\$ 50.00
- \$4,000 to \$4,299	E	per hour	\$ 55.00
- Over \$4,300	E	per hour	\$ 60.00
External Employee Assistance Programs or Insurance benefits	E	per hour	\$ 75.00
Gross Family Monthly Income - 4 or more Family Members:			
- Up to \$799	E	per hour	\$ 5.00
- \$800 to \$999	E	per hour	\$ 6.00
- \$1,000 to \$1,299	E	per hour	\$ 8.00
- \$1,300 to \$1,699	E	per hour	\$ 12.00
- \$1,700 to \$1,999	E	per hour	\$ 16.00
- \$2,000 to \$2,399	E	per hour	\$ 18.00
- \$2,400 to \$2,599	E	per hour	\$ 22.00
- \$2,600 to \$2,799	E	per hour	\$ 30.00
- \$2,800 to \$3,099	E	per hour	\$ 36.00
- \$3,100 to \$3,499	E	per hour	\$ 40.00
- \$3,500 to \$3,999	E	per hour	\$ 47.00
- \$4,000 to \$4,299	E	per hour	\$ 50.00
- Over \$4,300	E	per hour	\$ 60.00
External Employee Assistance Programs or Insurance benefits	E	per hour	\$ 75.00
<b>FCSS Home Support Service Fees</b>			
Net Family Monthly Income:			
- Up to \$1,500	E	per hour	\$ 8.00
- \$1,501 to \$1,750	E	per hour	\$ 9.50
- \$1,751 to \$2,000	E	per hour	\$ 10.50
- \$2,001 to \$2,250	E	per hour	\$ 11.50
- \$2,251 to \$2,500	E	per hour	\$ 12.50
- \$2,501 to \$2,750	E	per hour	\$ 13.50
- \$2,751 to \$3,000	E	per hour	\$ 14.50
- \$3,001 to \$3,250	E	per hour	\$ 15.50
- \$3,251 to \$3,500	E	per hour	\$ 16.50
- \$3,501 to \$3,750	E	per hour	\$ 17.50
- \$3,751 to \$4,000	E	per hour	\$ 20.50
- Over \$4,000	E	per hour	\$ 25.00
Veteran Affairs	E	per hour	\$ 20.50
Workers Compensation Board	E	per hour	\$ 25.00

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Community Garden Service Fees</b>			
Rental of 10x10 Garden Plot	E	per plot	\$ 20.00
Rental of Garden Box	E	per box	\$ 20.00
<b>Division: Infrastructure &amp; Planning</b>			
<b>Department: Planning &amp; Development</b>			
<b>Maps, Reports, Plans, Labels and Studies Fees</b>			
Address Map:			
- Small	T	per map	\$ 10.00
- Large	T	per map	\$ 20.00
Land Use Bylaw Map	T	per map	\$ 20.00
Land Use Bylaw	T	per book	\$ 60.00
Archived Building Permit Report	T	per monthly report	\$ 10.00
Planning Document (printed)	T	per sheet double sided	\$ 0.24
Planning Document (digital)	T	per sheet double sided	\$ 10.00
<b>Custom Mapping Fees *</b>			
<i>* These fees are a combination of Drafting Technician</i>			
	T	minimum fee PLUS	\$ 20.00
Drafting Technician - Labour	T	per hour	\$ 50.00
Drafting Technician - Computer	T	per hour	\$ 5.00
Printing - Regular (36" x 48")	T	per map	\$ 20.00
Printing - Glossy (36" x 48")	T	per map	\$ 30.00
Line Drawing - Premium Bond: *			
<b>Photocopying Charges</b>			
- 8.5" x 11" Single Sided	T	per sheet	\$ 0.14
- 8.5" x 11" Double Sided	T	per sheet	\$ 0.24
- 8.5" x 14" Single Sided	T	per sheet	\$ 0.19
- 8.5" x 14" Double Sided	T	per sheet	\$ 0.33
- 11" x 17" Single Sided	T	per sheet	\$ 0.24
- 11" x 17" Double Sided	T	per sheet	\$ 0.38
- 24" x 36" Single Sided	T	per sheet	\$ 7.62
<b>Residential Development Permit Fees</b>			
Single Detached Dwelling / Semi-Detached/Duplex	E	per unit	\$ 175.00
Multi-Family Dwelling - 3 units or more	E	minimum permit fee PLUS	\$ 300.00
	E	per unit	\$ 75.00
Show Home	E	per permit	\$ 150.00
Secondary Suite	E	per permit	\$ 150.00
Variance for New Development:			
- Less than 10% variance	E	per permit	\$ 100.00
- 10% variance or greater	E	per permit	\$ 125.00
Variance for Existing Development:			
- Less than 6% (other than side yard setback)	E	per permit	\$ 100.00
- Between 6% to 10% (other than side yard setback)	E	base fee PLUS	\$ 50.00
	E	per percent	\$ 10.00
- 10% variance or greater (other than side yard setback)	E	base fee PLUS	\$ 50.00
	E	per percent	\$ 20.00
	E	maximum total fee	\$ 350.00

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
- Variance for side yard setback of the principal building	E	base fee PLUS	\$ 100.00
	E	per percent	\$ 50.00
	E	maximum total fee	\$ 850.00
Re-Submission of Plans - After Development Permit Approval	E	per permit	\$ 100.00
Request for Development Permit Time Extension	E	per permit	\$ 50.00
Accessory Building:			
- Area between 10m <sup>2</sup> to 33.5m <sup>2</sup> (107.6ft <sup>2</sup> to 360ft <sup>2</sup> )	E	per permit	\$ 40.00
- Area greater than 33.5m <sup>2</sup> (360ft <sup>2</sup> )	E	per permit	\$ 70.00
Raised Deck	E	per permit	\$ 40.00
In Ground Swimming Pool	E	per permit	\$ 100.00
Addition	E	per permit	\$ 100.00
Demolition	E	per permit	\$ 100.00
Home Occupation	E	per permit	\$ 100.00
Second Access	E	per permit	\$ 125.00
Stripping and Grading	E	per permit	\$ 250.00
<b>Commercial, Light Industrial &amp; Institutional Development Permit Fees</b>			
New Building, Addition, Renovation or Development			
- This Fee is the Greater of A or B:			
A)	E	minimum permit fee PLUS	\$ 300.00
	E	per square foot	\$ 0.10
OR			
B)	E	minimum fee per permit PLUS	\$ 300.00
	E	per \$1,000 of project value	\$ 0.15
Variance for New Development:			
- Less than 10% variance	E	per permit	\$ 150.00
- 10% variance or greater	E	per permit	\$ 200.00
Re-Submission of Plans - After Approval	E	per permit	\$ 500.00
Request for Development Permit Time Extension	E	per permit	\$ 150.00
Sign	E	per sign	\$ 125.00
Stripping and Grading	E	per permit	\$ 250.00
Demolition	E	per permit	\$ 250.00
Change of Use	E	per permit	\$ 200.00
New Occupancy	E	per permit	\$ 150.00
Accessory Building	E	minimum fee per permit PLUS	\$ 150.00
	E	per square foot fee	\$ 0.25
Sidewalk Café Development Permit Application	E	per permit	\$ 100.00
Annual Seasonal Developments (no modifications):			
- First year	E	per permit	\$ 200.00
- Renewal	E	per permit	\$ 100.00
<b>Medium &amp; Heavy Industrial Development Permit Fees</b>			
New Building, Addition, Renovation or Development not Involving Building - Based on Gross Floor Area of Building:			
- This Fee is the Greater of A or B:			
A)	E	minimum fee per permit PLUS	\$ 400.00
	E	per square foot fee	\$ 0.10
OR			
B)	E	minimum fee per permit PLUS	\$ 400.00
	E	per \$1,000 of project value	\$ 0.20
Development with less than 10% Variance	E	per permit	\$ 300.00
Development in excess of 10% Variance to and measurable standard of the Land Use Bylaw	E	per permit	\$ 400.00

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
Re-Submission of Plans - After Approval			\$ 500.00
Request for Development Permit Time Extension	E	per permit	\$ 150.00
Stripping and Grading	E	per permit	\$ 250.00
Demolition	E	per permit	\$ 300.00
Change of Use	E	per permit	\$ 200.00
New Occupancy	E	per permit	\$ 150.00
Accessory Building	E	minimum fee per permit PLUS	\$ 150.00
	E	per square foot fee	\$ 0.25
Annual Seasonal Developments (no modifications):	E		
- First year	E	per permit	\$ 200.00
- Renewal	E	per permit	\$ 100.00
<b>Other Planning &amp; Development Fees</b>			
Re-inspection Fee for Securities Release for Development Permit	E	per request	\$ 100.00
Compliance Certificate - Residential *	E	per letter / regular service	\$ 125.00
	E	per letter / rush service	\$ 400.00
Compliance Certificate - Commercial / Industrial *	E	per letter / regular service	\$ 200.00
	E	per letter / rush service	\$ 500.00
Additional Original Compliance Certificate	E	per request	\$ 25.00
<i>* No additional charge if Compliance Certificate is updated within 60 days of original issuance</i>			
Encroachment Agreement - on City Property or Easement:			
- Up to 5m <sup>2</sup> (50ft <sup>2</sup> )	E	per agreement	\$ 200.00
- Between 5m <sup>2</sup> to 9m <sup>2</sup> (50ft <sup>2</sup> to 100ft <sup>2</sup> )	E	per agreement	\$ 400.00
- Over 9m <sup>2</sup> (100ft <sup>2</sup> )	E	per agreement	\$ 600.00
Re-submission for Revisions Prior to Registration at Land Titles	E	per re-submission	\$ 100.00
Caveat and Other Legal Instrument - Review/Update	E	per legal instrument	\$ 100.00
	E	minimum per unit PLUS	\$ 50.00
File Search - Residential:			Photocopy Charges as per "Other" Section
	E	per copy	
	E	maximum	\$ 350.00
Request to Defer Levy Payment to Council	E	per request	\$ 1,000.00
File Search - Industrial, Commercial, Institutional, High Density Residential	E	per request	\$ 350.00
			Photocopy Charges as per "Other" Section
		per copy	
	E	minimum per request PLUS	\$ 100.00
Request for Archived Plans			Photocopy Charges as per "Other" Section
	E	per copy	
Re-notification:			
- Land owner notifications	E	per notification	\$ 1.50
- Quarter page ad	E	per ad	\$ 200.00
- Half page ad	E	per ad	\$ 400.00
Development Agreement - Addendum to Existing Agreement	E	per agreement	\$ 1,750.00

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
Development Agreement	E	per agreement	\$ 2,500.00
Outline Plan Review	E	base fee PLUS	\$ 2,000.00
	E	per hectare	\$ 50.00
Outline Plan Amendment	E	per application	\$ 1,000.00
<b>Bylaw and Statutory Plan Amendment Fees</b>			
Municipal Development Plan Amendment	E	per application	\$ 3,000.00
Statutory Plan Amendment	E	per application	\$ 3,000.00
Capital Region Board (CRB) referral	E	per application	As established by the CRB
Land Use Bylaw Amendment	E	per application	\$ 3,000.00
Road Closure	E	per application	\$ 2,500.00
<b>Subdivision Fees</b>			
Subdivision Application (Including Bareland and Conventional Condominium)	E	minimum fee PLUS	\$ 1,000.00
	E	per lot fee	\$ 250.00
Endorsement of Plan of Subdivision - (Including Bareland and Conventional Condominium) ±	E	minimum fee PLUS	\$ 300.00
	Fee	per lot fee	\$ 200.00
<b>* Excluding reserve parcels or public utility lots</b>			
Condominium Conversion	E	per condominium unit	\$ 40.00
Conditional Subdivision Approval Time Extension	E	per request	\$ 500.00
<b>Contravention of Land Use Bylaw Penalties</b>			
Development Commencing Prior to Issuance of a Development Permit	E	per offence	Twice the original permit fee
	E	maximum penalty	\$ 10,000.00
Violation ticket to an Individual	E	per offence	\$ 100.00
	E	maximum penalty	\$ 500.00
Violation ticket to a Corporation	E	per offence	\$ 500.00
	E	maximum penalty	\$ 10,000.00
<b>Illegal Signs Impounded - First Violation:</b>			
- Sign face area up to 1m <sup>2</sup> (10ft <sup>2</sup> )	E	per sign	\$ 50.00
- Sign face area over 1m <sup>2</sup> (10ft <sup>2</sup> )	E	per sign	\$ 100.00
<b>Illegal Signs Impounded - After First Violation:</b>			
- Sign face area up to 1m <sup>2</sup> (10ft <sup>2</sup> )	E	per sign / per no. of violations for that company	\$ 50.00
- Sign face area over 1m <sup>2</sup> (10ft <sup>2</sup> )	E	per sign / per no. of violations for that company	\$ 100.00



# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Safety Codes Permit Fees</b>			
Safety Codes Council Fee		per permit	As established by the Alberta Safety Codes Council
Cancelling Permit After Processing - Retained Amount:*			
- This Fee is the Greater of A or B:			
A)	E	per permit amount retained - flat fee	\$ 50.00
OR			
B)	E	per permit amount retained - % of original fee	50%
<b>* No refund if an inspection(s) has been completed by the Building Inspector</b>			
Re-Inspection Fee	E	per inspection	\$ 85.00
Constructing or Installation without a Permit	E	per occurrence	Twice the original permit fee
Request for permit extension	E	per request	\$ 85.00
<b>Building Permit Fees - Residential Dwelling Units</b>			
New Construction	E	per permit / per square foot	\$ 0.55
Additions / Renovations	E	per permit / per square foot	\$ 0.55
	E	minimum per permit fee	\$ 100.00
Basement Development:			
- Up to 93m <sup>2</sup> (1,000ft <sup>2</sup> )	E	per permit	\$ 130.00
- Over 93m <sup>2</sup> (1,000ft <sup>2</sup> )	E	per permit	\$ 175.00
Garage - Attached	E	flat fee per permit	\$ 100.00
Accessory Building:			
- Area between 10m <sup>2</sup> to 33.4m <sup>2</sup> (107.6ft <sup>2</sup> to 360ft <sup>2</sup> )	E	per permit	\$ 65.00
- Area between 33.5m <sup>2</sup> to 54.9m <sup>2</sup> (361ft <sup>2</sup> to 591ft <sup>2</sup> )	E	per permit	\$ 115.00
- Area greater than 55m <sup>2</sup> (592ft <sup>2</sup> )	E	per permit	\$ 165.00
Temporary Tent	E	per tent	\$ 50.00
Raised Deck	E	per permit	\$ 100.00
Hot Tub/In Ground Swimming Pool	E	per permit	\$ 100.00
Relocations and Mobile Homes	E	flat set up fee per permit	\$ 150.00
Fireplace and Other Woodstove Installations (If not Included in New Construction)	E	flat fee per permit	\$ 100.00
Demolition	E	flat fee per permit	\$ 100.00
Re-Submission and Re-Examination of Plans	E	per permit	\$ 300.00
<b>Building Permit Fees - Commercial / Industrial / Institutional</b>			
Up to \$15,000 Construction Value	E	per permit	\$ 300.00
Over \$15,000 construction value	E	minimum fee per permit PLUS	\$ 300.00
	E	per \$1,000 of project value	\$ 7.00
Accessory Building:			
- Area between 10m <sup>2</sup> to 33.4m <sup>2</sup> (107.6ft <sup>2</sup> to 360ft <sup>2</sup> )	E	per permit	\$ 100.00
- Area between 33.5m <sup>2</sup> to 54.9m <sup>2</sup> (361ft <sup>2</sup> to 591ft <sup>2</sup> )	E	per permit	\$ 150.00
- Area greater than 55m <sup>2</sup> (592ft <sup>2</sup> )	E	per permit	\$ 300.00
Demolition	E	flat fee per permit	\$ 200.00

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
Re-Submission and Re-Examination of Plans	E	per permit	\$ 400.00
<b>Gas Permits - Residential Installations</b>			
1 Outlet	E	per permit PLUS	\$ 95.00
Each additional outlet	E	per outlet	\$ 10.00
<i>* No refund if an inspection(s) has been completed by the Safety Codes Inspector</i>			
<b>Gas Permits - Non-Residential Installations *</b>			
<i>* BTU fees include one meter</i>			
Additional Gas Meters	E	per meter	\$ 20.00
Less than 100,000 BTU Input	E	per permit	\$ 75.00
100,001 - 150,000 BTU Input	E	per permit	\$ 100.00
150,001 - 250,000 BTU Input	E	per permit	\$ 125.00
250,001 - 500,000 BTU Input	E	per permit	\$ 150.00
500,001 - 750,000 BTU Input	E	per permit	\$ 175.00
750,001 - 1,000,000 BTU Input	E	per permit	\$ 200.00
More than 1,000,000 BTU Input		per permit PLUS	\$ 250.00
		per 100,000 BTU above 1,000,000	\$ 7.00
<b>Gas Permits - Propane and Small Installations</b>			
Propane Tank Sets - New or Replacements	E	per permit	\$ 100.00
Temporary Propane/Natural Gas Heating - Includes Tank Set	E	per permit / per set	\$ 100.00
Gas/Propane Cylinder Refill Centers	E	per permit / per refill	\$ 275.00
Replacement of Commercial or Industrial Appliances:			
- Up to 400,000 BTU Input	E	per permit / per unit	\$ 140.00
- 400,000 to 5,000,000 BTU Input	E	per permit / per unit	\$ 150.00
- Over 5,000,000 BTU Input	E	per permit / per unit	\$ 250.00
<b>Plumbing Permits</b>			
1 Fixture	E	per permit PLUS	\$ 95.00
Each additional fixture	E	per fixture	\$ 7.00
Private Sewage Disposal Systems Permit	E	per permit	\$ 265.00
<b>Electrical Permit Fee - Low Density Residential</b>			
Up to 112m <sup>2</sup> (1,200ft <sup>2</sup> )	E	per permit	\$ 150.00
112m <sup>2</sup> to 139m <sup>2</sup> (1,201ft <sup>2</sup> to 1,500ft <sup>2</sup> )	E	per permit	\$ 175.00
140m <sup>2</sup> to 185m <sup>2</sup> (1,501ft <sup>2</sup> to 2,000ft <sup>2</sup> )			\$ 200.00
186m <sup>2</sup> to 232m <sup>2</sup> (2,001ft <sup>2</sup> to 2,500ft <sup>2</sup> )	E	per permit	\$ 225.00
Over 232m <sup>2</sup> (2,500ft <sup>2</sup> )	E	per permit	\$ 250.00
Detached Garages Electrical for New Homes	E	per permit	\$ 95.00
<i>Attached Garage permit included with square footage of new dwelling</i>			

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Annual Electrical Permit Fee - Industrial, Commercial, and Institutional</b>			
Up to \$2,000	E	per permit	\$ 265.00
\$2,001 to \$5,000	E	minimum fee PLUS	\$ 265.00
	E	per \$100 value	\$ 3.00
	E	maximum fee	\$ 355.00
\$5,001 to \$50,000	E	minimum fee PLUS	\$ 355.00
	E	per \$100 value	\$ 1.50
	E	maximum fee	\$ 1,030.00
\$50,001 to \$1,000,000	E	minimum fee PLUS	\$ 1,030.00
	E	per \$100 value	\$ 1.00
	E	maximum fee	\$ 10,530.00
\$1,000,001 to \$3,000,000	E	minimum fee PLUS	\$ 10,530.00
	E	per \$100 value	\$ 0.75
	E	maximum fee	\$ 25,530.00
\$3,000,001 and Over	E	minimum fee PLUS	\$ 25,530.00
	E	per \$100 value	\$ 0.25
<b>Electrical Permit Fee - Multi-family (more than 4 units) Commercial, Industrial, Institutional, and alterations for all.</b>			
Installation cost up to \$2,000	E	per permit	\$ 120.00
\$2,001 to \$5,000	E	per permit	\$ 180.00
\$5,001 to \$10,000	E	per permit	\$ 280.00
\$10,001 to \$20,000	E	per permit	\$ 345.00
\$20,001 to \$50,000	E	per permit	\$ 495.00
\$50,001 to \$100,000	E	per permit	\$ 700.00
\$100,001 to \$150,000	E	per permit	\$ 1,000.00
\$150,000 to \$250,000	E	per permit	\$ 1,550.00
\$250,001 to \$500,000	E	per permit	\$ 2,100.00
\$500,001 to \$750,000	E	per permit	\$ 2,600.00
\$750,001 to \$1,000,000	E	per permit	\$ 3,100.00
Above \$1,000,000	E	per permit	\$ 4,500.00
<i>* Installation cost is the costs incurred for materials, fixture, supplies and labour. In cases where the homeowner completes the work, installation cost equals double the value of materials, fixtures, and supplies.</i>			
<b>Electrical Permit Fee - Temporary and Underground Electrical Services</b>			
Residential	E	per service	\$ 95.00
Commercial, Industrial, Institutional, High Density Multiple Residential	E	per service	\$ 125.00

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Division: Infrastructure &amp; Planning</b>			
<b>Department: Project Management</b>			
<b>Permit Fees</b>			
Residential Lot Grading Program	E	per permit	\$ 260.00
Excavation Permit	E	each	\$ 365.00
Development Agreement Engineering Review:			
Includes: One inspection at CCC & FAC for each of the following: underground, surface (excluding walks), sidewalks, and landscaping - per hectare	E	each	\$ 2,000.00
Development Agreement Re-inspection/Additional Inspection	E	each	\$ 500.00
<b>Division: Infrastructure &amp; Planning</b>			
<b>Department: Economic Development</b>			
<b>Business License Fees - New:</b>			
Business License Issued Between: *			
<i>* Applies to Residential, Non-Residential, Transient Traders / Hawkers and Peddlers</i>			
- January 1st and March 31st	E	per license / % of business license renewal fee	100%
- April 1st and June 30th	E	per license / % of business license renewal fee	75%
- July 1st and September 30th	E	per license / % of business license renewal fee	50%
- October 1st and December 31st	E	per license / % of business license renewal fee	25%
<b>Business License Fees - Renewal:</b>			
Resident	E	per license / per calendar year	\$ 91.80
Non-Resident	E	per license / per calendar year	\$ 309.00
Temporary Licence	E	licence / 28 consecutive days	\$ 100.00
<b>Division: Infrastructure &amp; Planning</b>			
<b>Department: Infrastructure Management</b>			
<b>Damage Deposits</b>			
Barricade	E	each	\$ 50.00
Cones / Pylons	E	each	\$ 50.00
Hard Hats	E	each	\$ 50.00
Sandwich Boards	E	each	\$ 50.00
Tripods	E	each	\$ 50.00
Vests	E	each	\$ 50.00
Picnic Tables Benches	E	each	\$ 50.00
Parks Gate Key Deposit (Refundable upon return of key)	E	each	\$ 500.00
Road Crossing Agreement	T	each	\$ 350.00
<b>Rental Fees</b>			
Picnic Tables / Park Benches Rental:	T	per day	\$ 9.50
- Delivery - Within Municipal Boundaries *	T	per truckload	\$ 135.00
<b>* 6 picnic tables or 20 benches</b>			
Turner Park Picnic Shelter Rental	T	per hour	\$ 9.81

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Permit Fees</b>			
Traffic Light Turn Permit	T	per traffic light	\$ 165.00
Curb Cut Permit	E	each	\$ 350.00
<b>Cemetery Fees</b>			
<i>All open / close fees may be pre-paid. If the open / close occurs outside of regular hours, overtime surcharges will be applied.</i>			
Plot Purchase: *			
<i>*25% of plot purchases is contributed to Perpetual Care Reserve for future maintenance and expansion requirements</i>			
- Full Size Lot - 120 cm x 275 cm	T	each	\$ 700.00
- Infant Lot - 120 cm x 120 cm	T	each	\$ 200.00
- Legion and RCMP Member / Spouse Only - 120 cm x 120 cm			-
- Legion and RCMP Member / Spouse Only - 120 cm x 275 cm			-
- Cremation Lot - 120 cm x 120 cm	T	each	\$ 352.48
Full Interment / Disinterment - Regular Hours:			
- Open / Close 6'	T	each	\$850.00
- Open / Close 9'	T	each	\$1,000.00
- Open/Close - Infant Section	T	each	\$480.00
Columbarium Niche - Regular Hours:			
- Level 1 and 2 * (bottom 2 rows of Columbarium Niche)	T	each	\$1,500.00
- Level 3 and 4 * (upper 2 rows of Columbarium Niche)	T	each	\$1,800.00
<i>* 100% of columbarium niche sales revenue is contributed to Perpetual Care Reserve for future maintenance and expansion requirements</i>			
Cremation Remains - Open / Close	T	each	\$130.00
Cremation Remains - Open / Close - Augured Excavation	T	each	\$400.00
Overtime Surcharge	T	each	\$360.00
Monument Foundation ( <i>100% of monument footings sales revenue is contributed to Perpetual Care Reserve</i> )	T	each	\$280.00
Monument Permit: *	E	each	\$65.00
<i>* Included monument compliance authorization, new site locating and marking, and follow up inspection. Fee is date and time specific and is non-refundable</i>			
Register a Transfer of Deed	E	each	\$ 30.00
Re-Purchase of Plot Administrative Fee	E	each	\$ 30.00
<b>Campground Fees</b>			
Overflow Camping - no services*	T	per lot	\$ 9.81
<i>* Harbour Pool and Jubilee Recreation Centre parking lot</i>			
<b>Transportation</b>			
Snow Dump Fees	T	each key issued for the snow dump	\$ 476.19
<b>Public Transit Fees *</b>			
<b>Student Fares</b>			
Student Fare Without U-Pass (Travel within Fort Sask only)	E	each	\$ 1.50
Student Fare Without U-Pass (One way travel between DCC & Clareview)	E	each	\$ 3.50
Student Book of Ten Tickets (One way travel Between DCC & Clareview)	E	each	\$ 33.00
Student Monthly Pass (Travel within Fort Sask. Only)	E	each	\$ 20.00
Student Monthly Pass (Travel within Fort Sask & between DCC & Clareview)	E	each	\$ 35.00

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Seniors Fares</b>			
Senior Fare (Within Fort Sask. only)	E	each	\$ 1.50
Senior Cash (One way travel between Fort Sask. & Clareview)	E	each	\$ 3.50
Senior Book of Ten Tickets (One way travel within Fort Sask.)	E	each	\$ 10.00
Senior Monthly Pass (Travel within Fort Sask. only)	E	each	\$ 20.00
Senior Monthly Pass (Travel within Fort Sask. and between DCC & Clareview)	E	each	\$ 35.00
<b>Adult Fares</b>			
Adult Cash Fare (Travel within Fort Sask. only)	E	each	\$ 2.25
Adult Cash (One way travel between Fort Sask. & Clareview)	E	each	\$ 5.00
Adult Book of 10 Tickets (Travel within Fort Sask. only)	E	each	\$ 20.00
Adult Monthly Pass (Travel within Fort Sask. only)	E	each	\$ 50.00
Adult Monthly Commuter Pass (Travel within Fort Sask. & between DCC & Clareview)	E	each	\$ 90.00
Adult Book of 10 Tickets (One way travel between Fort Sask. & Clareview)	E	each	\$ 40.00
<b>Integrated Student/Senior (Fort Saskatchewan And Edmonton Fares)</b>			
Student/Senior Integrated Monthly Pass (Travel within Fort Sask. to & around Edmonton)	E	EACH	\$ 118.50
<b>Integrated Adult (Fort Saskatchewan And Edmonton Fares)</b>			
Adult Integrated Monthly Pass (Travel within Fort Sask. to & around Edmonton)	E	EACH	\$ 181.50
<b>Edmonton Only Adult Fares</b>			
Adult Book of 10 Tickets (Around Edmonton only)	E	EACH	\$ 24.75
Student/Senior Book of 10 Tickets (Around Edmonton only)	E	EACH	\$ 21.50
<b>Other</b>			
Photocopying Charges:			
- 8.5" x 11" Single Sided	T	per sheet	\$ 0.14
- 8.5" x 11" Double Sided	T	per sheet	\$ 0.24
- 8.5" x 14" Single Sided	T	per sheet	\$ 0.19
- 8.5" x 14" Double Sided	T	per sheet	\$ 0.33
- 11" x 17" Single Sided	T	per sheet	\$ 0.24
- 11" x 17" Double Sided	T	per sheet	\$ 0.38
- 24" x 36" Single Sided	T	per sheet	\$ 7.62
Engineering Standards Manual	T	per book	\$ 53.00
<b>Division: Infrastructure &amp; Planning</b>			
<b>Department: Utilities</b>			
Wood Chips			
Screened Organic Soil:	T	per cubic metre	\$ 9.52
Wood Chip and Soil Delivery:			
- Delivery - Within Municipal Boundaries	T	each	\$ 71.43
- Delivery - Outside Municipal Boundaries	T	one way - up to 25 km	\$ 142.86
	T	per km over 25 km	\$ 2.05

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
<b>Utility Fees - Water and Sewer Service Fees</b>			
Connection to Main:			
- Water / Sewer Connection Permit	E	each	\$ 360.00
- Permit Deposit	E	per permit	\$ 2,500.00
- Development Inspection (Construction Completion/Final Acceptance)	E	per inspection	\$ 500.00
Account:			
- Utility Account Application Fee	E	each	\$ 25.00
- Service Deposit:			
- Metered	E	per account	\$ 75.00
- Construction Water Account	E	deposit per account	\$ 200.00
- Hydrant Water Account	E	deposit per account	\$ 200.00
- Utility Bill Reprint	E	per bill	\$ 10.00
- Statement of Utility Account	E	per statement per Utility Account	\$ 25.00
- Bulk Water Account - After Hours Top Up *	E	per call	\$ 400.00
<i>* 4:30pm to 10:00pm Monday to Friday, 8:00am to 10:00pm Saturday and Sunday</i>			
Water - Meter and Curb Stop:			
- Meter Installation Fee:			
- 5/8" Meter	E	per meter	\$ 50.00
- 3/4" to 1" Meter	E	per meter	\$ 150.00
- Greater 1" Meter	E	per meter	\$ 250.00
- Damaged Meter	E	minimum charge	\$ 300.00
- Meter Bench Test Deposit	E	per test	\$ 175.00
- Damaged Curb Stop	E	minimum charge	\$ 500.00
Sewer - Sewer Back Ups and Preventative Maintenance:			
- Basic Service	E	each	\$ 200.00
- Video	E	per appointment	\$ 105.00
- Auger	E	per appointment	\$ 132.50
- Chemical Treatment	E	per appointment	\$ 132.50
- Line Locating, Sonde, Lateral Only	E	per appointment	\$ 95.00
- Emergency Service, Sewer Back Up	E	each	\$ 575.00
Surcharge Fees: *			
<i>* Applied in addition to any other Fees and Charges</i>			
- Same Day Reconnect due to Late Payment	E	per appointment	\$ 90.00
- After Hours Water Disconnect / Reconnect *	E	per appointment	\$ 180.00
- After Hours Meter Installation *	E	per appointment	\$ 360.00
<i>* 4:00pm 10:00pm Monday to Friday, 8:00am to 10:00pm Saturday and Sunday; reconnect must be within 3 hours of disconnect</i>			
- Missed Appointment/ Site Not Ready for Meter *	E	per appointment	\$ 200.00
<i>* Missed appointments may result in immediate disconnection of water</i>			
<b>Utility Fees - Water Rates</b>			
Fixed Rate:			
- Multi-Unit Residential - Common Meter	E	per unit, per month	\$ 3.60
- 62 series (5/8") Meter	E	per month	\$ 3.60
- 75 series (3/4") Meter	E	per month	\$ 5.18
- 100 series (1") Meter	E	per month	\$ 9.22
- 200 series (1.5" to 2") Meter	E	per month	\$ 36.86
- 300 series (2.5" to 3") Meter	E	per month	\$ 82.94
- 400 series (4") Meter	E	per month	\$ 147.49

# City of Fort Saskatchewan

## Fees & Charges

### Schedule A

### Bylaw C18-16

Description	GST Applicable	Unit of Measure	2017 *
- 600 series (6" to 8") Meter	E	per month	\$ 331.78
- Construction - Residential up to 3 units	E	per unit, per month	\$ 75.00
- Construction - Non-Residential, Residential >3 units	E	per month	\$ 250.00
Consumption Rate:			
- Water - Metered Account	E	cubic metre	\$ 2.50
- Bulk Water - Residential Account	E	cubic metre	\$ 3.13
- Bulk Water - Non-Residential Account, Coin	E	cubic metre	\$ 3.39
- Bulk Water - Hydrant	E	cubic metre	\$ 3.52
- Subdivision Development Water	E	per hectare	\$ 500.00
<b>Utility Fees - Sewer Rates</b>			
Fixed Rate	E		
- Individually Metered Account	E	per month	\$ 2.92
- Multi-Unit Residential - Common Meter	E	per unit, per month	\$ 2.92
Consumption Charge	E	per cubic metre of 100% water consumption	\$ 2.03
<b>Utility Fees - Solid Waste Rates</b>			
Fixed Rate:			
- Residential Curbside Service	E	per unit, per month	\$ 26.35
- Residential Front-load Service	E	per unit, per month	\$ 15.81
<b>Utility Penalties and Outstanding Balance Fees</b>			
Late Payment Penalty	E	on balance outstanding after due date specified on utility bill	2.50%
Disconnection Notice Issued	E	per notice	\$ 30.00
Administration Fee for Disconnection due to Late Payment *	E	per disconnection	\$ 75.00
Service Reconnection due to Disconnect for Late Payment or Bylaw Contravention*	E	per reconnection	\$ 75.00
Transaction Fee to Transfer Outstanding Balance from Utility Account to Property Tax Account *	E	per transfer	\$ 20.00
<i>* Outstanding balance must be paid in full</i>			
<b>Transfer Station - Waste Disposal Charges</b>			
Residential Household Waste: *			
- Minimum Charge for Solid Waste Disposal	E	minimum	\$ 5.00
- Loose Bags	E	per bag, up to 6 bags	\$ 2.50
- General Household Waste	E	per cubic metre	\$ 20.00
- General Construction Debris	E	per cubic metre	\$ 35.00
<i>* Accepted only in limited quantity as space permits</i>			
Furniture:			
- Small Furniture (e.g. chair)	E	per piece	\$ 10.00
- Medium Furniture (e.g. 2-3 seat sofa, mattress OR box spring)	E	per piece	\$ 15.00
- Large Furniture (e.g. 4 seat sofa, mattress/box-spring set)	E	per piece	\$ 20.00
Tree Branches and Christmas Trees:			No Charge
Propane, Butane, and Camp-Stove Gas:			
- Tanks Less than 20lbs	E	per tank	No Charge
- Tanks in Excess of 20lbs	E	per tank	\$ 5.00



## **CITY OF FORT SASKATCHEWAN**

### **Bylaw C19-16 Debenture Sewer Service Reline Construction**

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#### **Motion:**

That Council give first reading to Bylaw C19-16 to incur indebtedness by the issuance of Debentures to the Alberta Capital Finance Authority for the purpose of sewer service reline construction, in an amount not to exceed \$1,200,000.

#### **Purpose:**

To present Council with information on Debenture Borrowing Bylaw C19-16 for the purpose of sewer service reline construction, and recommend that first reading of the Bylaw be given.

#### **Background:**

As a result of Council approving the 2017 Capital Budget, and the requirements of the *Municipal Government Act*, a borrowing bylaw must be passed before construction of the sewer service reline project can begin. Once Council gives Bylaw C19-16 first reading, advertisements will be published in a local newspaper for two consecutive weeks. The Bylaw will be presented for second and third reading once the required advertising has occurred.

#### **Plans/Standards/Legislation:**

Sections 251, 253, 254, and 258 of the *Municipal Government Act* outlines municipal legislation for debenture borrowing.

#### **Financial Implications:**

The borrowing bylaw is in an amount not to exceed \$1,200,000, as per approved Capital Project #17021, included in the 2017 Budget. The anticipated cost of debt servicing using the current interest rate is approximately \$150,000 over 10 years. The actual term and interest rate of the borrowing will be determined upon application to the Alberta Capital Finance Authority.

The City's principal amount of the outstanding debt at December 31, 2015 was \$41,331,223. The 2015 debt limit for the City was \$102,981,335.

#### **Recommendation:**

That Council give first reading to Bylaw C19-16 to incur indebtedness by the issuance of Debentures to the Alberta Capital Finance Authority for the purpose of sewer service reline construction, in an amount not to exceed \$1,200,000.

**Attachment:**

Bylaw C19-16

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Prepared by:	Marshall Wight Finance Intern	Date: December 5, 2016
Approved by:	Jeremy Emann Chief Financial Officer	Date: December 5, 2016
Approved by:	John Dance General Manager, Corporate Services	Date: December 6, 2016
Reviewed by:	Kelly Kloss City Manager	Date: December 7, 2016
Submitted to:	City Council	Date: December 13, 2016



# **CITY OF FORT SASKATCHEWAN**

## **BYLAW C19-16**

**A BYLAW OF THE CITY OF FORT SASKATCHEWAN, IN THE PROVINCE OF ALBERTA, AUTHORIZING THE COUNCIL OF THE CITY OF FORT SASKATCHEWAN TO INCUR AN INDEBTEDNESS BY THE ISSUANCE OF DEBENTURES TO THE ALBERTA CAPITAL FINANCE AUTHORITY FOR THE PURPOSE OF SEWER SERVICE RELINE CONSTRUCTION**

### **WHEREAS:**

The Council of the City of Fort Saskatchewan has decided to issue a Bylaw pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of sewer service reline construction.

Plans and specifications have been prepared and the total cost of the sewer service reline is estimated to be \$1,200,000 and the City of Fort Saskatchewan estimates that grants and contributions will not be applied to the project.

In order to complete the sewer service reline it will be necessary for the City of Fort Saskatchewan to borrow up to the sum of \$1,200,000 for a period not to exceed 20 years, from the Alberta Capital Finance Authority on the terms and conditions referred to in this Bylaw.

The estimated lifetime of the project financed under this Bylaw is equal to, or in excess of 50 years.

The principal amount of the outstanding debt of the City of Fort Saskatchewan at December 31, 2015 was \$41,331,223 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.

**NOW THEREFORE**, the Council of the City of Fort Saskatchewan in the Province of Alberta, in open meeting of Council, enacts as follows:

1. That for the purpose of sewer service reline, up to the sum of \$1,200,000 be borrowed from the Alberta Capital Finance Authority by way of debenture on the credit and security of the City of Fort Saskatchewan at large, of which amount the full sum of 1,200,000 is to be paid by the City of Fort Saskatchewan at large.

2. The proper officers of the City of Fort Saskatchewan are hereby authorized to issue a debenture on behalf of the City of Fort Saskatchewan for the amount and purpose as authorized by this Bylaw, namely sewer service reline.
3. The City of Fort Saskatchewan shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments not to exceed 20 years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority on the date of the borrowing, and not to exceed 10 percent, or the interest rate as fixed from time to time by the Alberta Capital Finance Authority.
4. The City of Fort Saskatchewan shall levy and raise in each year municipal utility rates sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the City of Fort Saskatchewan.
6. The net amount borrowed under this Bylaw shall be applied only to the project specified by this Bylaw.
7. This Bylaw shall take effect on the day of the final passing thereof.

READ a first time in Council this                      day of                      ,2016.

READ a second time in Council this                      day of                      ,2017.

READ a third time in Council and passed this                      day of                      ,2017.

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Mayor

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Director, Legislative Services

Date Signed: \_\_\_\_\_

## **CITY OF FORT SASKATCHEWAN**

### **Notice of Motion – Review of Policies and Practices for Project Management**

#### **Motion:**

Due to the multi-million dollar budget overages seen for the High Performance Sports Field and Curling Rink Revitalization projects, that Council direct Administration to prepare a report for Council:

1. to review policies and processes related to project management, including cost estimation, budgeting, risk mitigation plans, including contingency policies, and construction management best practices;
2. which includes information regarding project deadline policies and best practices from comparable municipalities; and
3. to be presented to Council in the 2nd Quarter of 2017.

#### **Purpose:**

To determine if Council wishes to support Councillor Randhawa's motion.

#### **Background:**

At the November 22, 2016 regular Council meeting, Councillor Randhawa presented a notice of motion to direct Administration to review the policies and processes related to project management.

#### **Recommendation:**

That Council advise how they wish to proceed.

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Prepared by:	Sheryl Exley Legislative Officer	Date: December 1, 2016
Approved by:	Brenda Molter Director, Legislative Services	Date: December 5, 2016
Reviewed by:	Kelly Kloss City Manager	Date: December 5, 2016
Submitted to:	City Council	Date: December 13, 2016

## **CITY OF FORT SASKATCHEWAN**

### **Notice of Motion – Highway 21 Traffic Lights Pineview Commercial Site Development**

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#### **Motion:**

That prior to installation, Council approve any future traffic lights along Highway 21 resulting from the Pineview commercial site development.

#### **Purpose:**

To determine if Council wishes to support Councillor Blizzard's motion.

#### **Background:**

At the November 22, 2016 regular Council meeting, Councillor Blizzard presented a notice of motion that prior to installation, Council approve any future traffic lights along Highway 21 resulting from the Pineview commercial site development.

#### **Recommendation:**

That Council advise how they wish to proceed.

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Prepared by:	Sheryl Exley Legislative Officer	Date: December 1, 2016
Approved by:	Brenda Molter Director, Legislative Services	Date: December 5, 2016
Reviewed by:	Kelly Kloss City Manager	Date: December 5, 2016
Submitted to:	City Council	Date: December 13, 2016